



TOWN OF POMONA PARK

TOWN COUNCIL & PUBLIC MEETING AGENDA NOVEMBER 12, 2019 – 6:00 PM

PLEDGE TO FLAG –

CALL MEETING TO ORDER AND WELCOME VISITORS - Please speak at full volume so everyone in the room can hear. Let us have a moment of silence in remembrance of Pomona Park residents, Gloria Povlich, Bruce Thompson, James A. Foerster, Micheal Mills and Thomas Kuralt.

CORRESPONDENCE

- Town Clerk

ADOPT MINUTES OF PREVIOUS MEETINGS, IF ANY

- Beautification Minutes 10/7/19.
- Special Meetings 8/28 & 9/16 & Budget Workshop 9/3, 9/16, Town Council Minutes for 9/10 & 10/8/19.

GUEST SPEAKERS

- Dr. William Lockhart – Request to take Senior Sneaker Equipment for Friday class offsite

PUBLIC HEARING ITEMS

- Clerk Fontana – Resolution 2019-5 Authorizing a Cell Phone Allowance for Maintenance
- Resolution 2019-6 Authorizing Payment of Mittauer Invoice
- Resolution 2019-7 Beautification to pay Portable Toilets and Sheriffs
- Resolution 2019-8 Beautification to pay Portable Toilets only
- Resolution 2019-9 Beautification to pay Potable Toilets and Half of Sheriffs
- Resolution 2019-10 Authorizing the use of State Contracts & Sheriff Contracts
- Resolution 2019-11 Authorizing the purchase of Dump Trailer
- Resolution 2019-12 Defined Contribution and Deferred Contribution Plans (Retirement)

UNFINISHED BUSINESS INCLUDING COMMITTEE REPORTS

- Councilwoman Linkswiler, Beautification Committee Liaison – Report
- Bruce Wolfred – Maintenance Report
- Clerk Assistant Krupski – Financial Review, Bills
- Mayor Svingala – Pomona Park Senior Program Inc., request for signed contract

NEW BUSINESS

- Mayor Svingala – Better Place Chair expires 12/31/19, current chairperson is Shirley Griffin
- Mayor Svingala – Lake weeds at Middleton Beach
- Attorney Sherar – Beautification Liaison & Council voting rights
- Clerk Fontana – Quickbooks Training in Orlando 12/18-12/19 Out of county approval
- Councilwoman Mead – Oak tree at Community Center

Q & A / Comments / Announcements

ADJOURN

NOTICE: If a person decides to appeal any decision made by the Town Council of Pomona Park with respect to ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FL 286.0105

PLEDGE OF CIVILITY

We will be respectful of one another even when we disagree.

We will direct all comments to the issues.

We will avoid personal attacks.

TOWN OF POMONA PARK BEAUTIFICATION COMMITTEE MEETING

October 7th, 2019 10:00 AM

Prepared by JKS

Co Chairman Yvonne Munn presided in Joyce Svingala absence. Lynda Linkswiller, Becky Filer, Rick Filer, Sheryl Johnson and Judy Szatkowski were present.

Mayor Joe Svingala and Councilwoman Pat Mead were in the audience.

BREAKFAST RESULTS:

Breakfast result... we served 80 breakfasts on Saturday. We took in \$500.00. The senior's part came to approx. \$221.50.

We did a smashing job seeing how we were short of help due to illness. We make an **effective team. *Go volunteers!!!***

Judy made a motion to start using plastic table cloths at our breakfast with decorations of some kind, Sheryl 2nd the motion, motion passed.

Starting January or February the Senior Sneaker program will also get a free breakfast which will alternate with Senior Friends.

FINANCES:

We have \$9,110.06 at the end of September.

BILLS:

MINUTES:

Sheryl made a motion to accept meeting minutes from September 9th, 2019

Seconded by Becky, motion passed.

UNFINISHED BUSINESS:

Sheryl made a motion for Judy to order 24 aprons in black not to exceed \$175.00, Lynda 2nd the motion, motion passed.

We can no longer hang Lit Christmas Decorations on the light polls after 2021 so the light fixtures that we ordered were returned with a full refund. We will get together after the yard sale to see about decorating the Town Hall Yard.

Lynda made a motion to put back into the financials the \$1,512.42 for decorations Yvonne 2nd the motion, motion passed.

Yvonne will sell water in front of Brenda's house for the yard sale.

Joe Svingala will take the printed flyers to the Crescent City Courier to be placed in the paper.

Judy made a motion that Porta-potty's be paid by the Beautification Committee and Lynda 2nd the motion, motion passed.

Judy made a motion at 11:20 to adjourn Sheryl 2nd the motion, motion passed .

Town of Pomona Park – Special Town Council Meeting Minutes
Tuesday, August 28, 2019 (5:30pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, CarrieAnn Evans, James Griffin and Victor Szatkowski were all present. Patricia Bergquist and Patricia Mead were absent.

Mayor Joseph Svingala led in the pledge to the pledge to the flag. Mayor Svingala called the meeting to order at 5:30 pm and welcomed everyone.

Budget Discussions:

Clerk Fontana explained that the council needs to discuss the wage increases for the Town employees so that we can finalize the budget. Council was provided a list of proposed wage increases, wage survey for towns and cities in Putnam. Council reviewed all positions wages. The Council increases would be doubling what they currently are, Mayor would be \$800 a month and the Council would be at \$400 a month per request by the Mayor. Mayor requested a Motion. Councilman Griffin said most of us are retired, we are not here for the money. Discussion ensued about when this would go into effect, which would be after the next election in January of 2021. It has to be done by Ordinance.

Discussion ensued on the proposed \$22.50 an hour for the Town Clerk. Councilman Griffin made a Motion that the Town Clerk receive \$22.50 an hour, 2nd by Councilman Szatkowski. Council discussed that they want to bring the Clerk's salary up to what it should be since retention has been an issue. Mayor explained that he called the League of Cities to get temporary Clerk help and they quoted him \$50 to \$75 an hour. Councilwoman Evans disagreed with the amount. Mayor stated that for what Donna does, her expertise, what she puts into it and how she feels about her job, it's a bargain. Councilman Warren asked Clerk what her expectations were. Clerk explained that she took a pay cut to take this job, explained some of the errors that she's already uncovered from previous Clerks and her goal to make the Town Hall a functioning office if a disaster occurs that would be able to assist the citizens, EOC, I came up with a checklist of pre-hurricane duties for the maintenance staff, etc. Motion passed with 4 in favor and 1 opposed (Councilwoman Evans).

Discussion ensued regarding raising the Assistant Clerk wages from \$14 an hour to \$16 an hour. Clerk explained that we want to promote retention of employees because we are going to be spending a lot of money on training. You have to look at all of the benefits that the other municipalities have compared to ours. Judy and Mayor felt like Kelly should make more than the maintenance staff due to the level of her responsibilities. Councilman Warren made a Motion for Assistant Clerk to receive \$16 an hour, 2nd by Councilman Griffin. Motion passed with 4 in favor and 1 opposed (Councilwoman Evans).

Discussion ensued regarding the Maintenance Supervisor wage increase from \$15 to \$22.50 an hour. Bruce is a rare find with his expertise, an exception that you should pay the extra for. You are not setting a precedent, because when he leaves you would not pay his replacement that amount. Mayor said Bruce and Donna are finds that everybody would like to have in Pomona Park. Don't think Crescent City, Welaka, Palatka, Interlachen, they all would want these 2

individuals and that's why we're trying to make sure they don't get them and that's why we are being competitive. Art Blount said, don't forget the maintenance staff, the Town has never looked so good. Councilman Griffin made a Motion to pay the Maintenance Supervisor \$22.50 per hour, 2nd by Councilman Warren. Motion passed with 4 in favor and 1 opposed (Councilwoman Evans).

Maintenance staff wages, Carl is proposed from \$15 to \$16 and Al is proposed from \$12 to \$14. There was discussion concerning the pay rate in comparison to other towns and ours is higher than all of the others. This is why we need to come up with pay ranges, minimum to maximum and once they meet that maximum then you would give them a bonus which is a standard business practice. Councilman Warren made a Motion to increase Carl's pay by \$1 an hour, 2nd by Councilman Griffin. The Motion was unanimously approved.

Mayor said Al was hired part time and it was \$11 an hour. He went full time and after 90 days he received a \$1 raise approved by the Council. Bruce was gone for the summer, Al has taken over Bruce's position with help from Jeff. He's at \$12, Bruce wants him to go to \$15 an hour. That's his supervisor's evaluation. To me, I respect Bruce's decision. Councilman Griffin made a Motion to increase Al's his pay from \$12 to \$14 an hour, 2nd by Councilman Warren. Motion passed with 4 in favor and 1 opposed (Mayor Svingala).

Mayor Svingala gave Clerk Donna a 90 day evaluation and requested that the Council increase her pay by \$1 an hour. Councilman Griffin made a Motion to increase the Clerk's pay by \$1 an hour, 2nd by Councilman Szatkowski. Motion was unanimously approved.

Hurricane Preparedness, Clerk explained that she provided a list of items for the Maintenance Staff to check and Jeff printed it up as a checklist and added more items. Discussion ensued on preparations the Town staff is doing for Hurricane Dorian. Clerk posted evacuation route and shelter locations on Facebook page and has it at the Town Hall. Councilwoman Evans recommended a full building generator for the Town Hall. Clerk explained that I already have the pricing, including installation and natural gas hookup for the budget. Councilwoman Evans suggested a generator for the Community Center also for post storm assistance.

Councilman Griffin made a Motion to adjourn.

Adjourned 7:29 pm

Town of Pomona Park – First Budget Reading Meeting Minutes
Tuesday, September 3, 2019 (5:30pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, CarrieAnn Evans, James Griffin and Victor Szatkowski were all present. Patricia Bergquist and Patricia Mead were absent. Clerk Donna Fontana was present.

Mayor Joseph Svingala led in the pledge to the pledge to the flag. Mayor Svingala called the meeting to order at 5:30 pm and welcomed everyone.

Budget Discussions:

The First reading for Ordinance 2019-1 Adopting the Levying of Ad Valorem Taxes for Pomona Park for Fiscal Year 2019-2020. The ordinance was read in its entirety by the Clerk. Councilwoman Evans made a Motion to adopt Ordinance 2019-1, 2nd by Councilman Griffin. Motion passed by unanimous vote by rollcall. Councilman Szatkowski YEA, Councilman Griffin YEA, Mayor Svingala YEA, Councilwoman Evans YEA, Councilman Warren YEA.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	<u>5</u>	<u>0</u>	<u>2</u>

The First reading for Ordinance 2019-2 Adopting the Final Budget for Pomona Park for Fiscal Year 2019-2020. The ordinance was read in its entirety by the Clerk. Councilman Warren made a Motion to adopt Ordinance 2019-2, 2nd by Councilman Griffin. Motion passed by rollcall vote with one opposing (Councilwoman Evans). Councilman Warren YEA, Councilwoman Evans NAY, Mayor Svingala YEA, Councilman Griffin YEA, Councilman Szatkowski YEA.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	<u>4</u>	<u>1</u>	<u>2</u>

Councilman Griffin made a Motion to adjourn, 2nd by Councilman Warren.

Adjourned 5:39 pm

Town of Pomona Park – First Budget Reading Meeting Minutes
Tuesday, September 16, 2019 (5:30pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, Patricia Mead, James Griffin and Victor Szatkowski were all present. Patricia Bergquist and CarrieAnn Evans were absent. Clerk Donna Fontana and Asst. Clerk Kelly Krupski were present.

Mayor Joseph Svingala led in the pledge to the pledge to the flag. Mayor Svingala called the meeting to order at 5:30 pm and welcomed everyone.

Budget Discussions:

The Second reading for Ordinance 2019-1 Adopting the Levying of Ad Valorem Taxes for Pomona Park for Fiscal Year 2019-2020. The ordinance was read by title by the Clerk. Councilman Griffin made a Motion to adopt Ordinance 2019-1, 2nd by Councilman Szatkowski & Warren. Motion passed by unanimous vote by rollcall. Councilman Warren YEA, Mayor Svingala YEA, Councilwoman Mead YEA, Councilman Griffin YEA, Councilman Szatkowski YEA.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	<u>5</u>	<u>0</u>	<u>2</u>

The Final reading for Ordinance 2019-2 Adopting the Final Budget for Pomona Park for Fiscal Year 2019-2020. The ordinance was read by title by the Clerk. Councilman Griffin made a Motion to adopt Ordinance 2019-2, 2nd by Councilman Szatkowski. Motion passed by unanimous vote by rollcall. Councilman Warren YEA, Mayor Svingala YEA, Councilwoman Mead YEA, Councilman Griffin YEA, Councilman Szatkowski YEA.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	<u>5</u>	<u>0</u>	<u>2</u>

Councilman Griffin made a Motion to adjourn, 2nd by Councilman Warren.

Adjourned 5:35 pm

Town of Pomona Park – First Reading Ordinance 2019-3 Meeting Minutes
Tuesday, September 16, 2019 (5:35pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, Patricia Mead, James Griffin and Victor Szatkowski were all present. Patricia Bergquist and CarrieAnn Evans were absent. Clerk Donna Fontana and Asst. Clerk Kelly Krupski were present.

Mayor Joseph Svingala led in the pledge to the pledge to the flag. Mayor Svingala called the meeting to order at 5:35 pm and welcomed everyone.

First Reading Ordinance 2019-3:

The First reading for Ordinance 2019-3 Authorizing the Mayor to sign a Deed Transferring Ownership of Town Owned Property, 117 Hill St. The ordinance was read by title by the Clerk. Councilman Warren made a Motion to adopt Ordinance 2019-3, 2nd by Councilman Griffin. Motion passed by unanimous vote by rollcall. Councilman Warren YEA, Mayor Svingala YEA, Councilwoman Mead YEA, Councilman Griffin YEA, Councilman Szatkowski YEA.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	<u>5</u>	<u>0</u>	<u>2</u>

Councilman Griffin made a Motion to adjourn, 2nd by Councilman Warren.

Adjourned 5:37 pm

Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, September 10, 2019 (6pm)

Prior to the meeting the Beautification Committee did a presentation of the walk of fame stones presented to Mr. Jim Jacob to honor Marjorie Jacob (former Town Clerk) and the Cathy Sheffield to honor Rodney Sheffield (Owner of Hill's Hardware).

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, CarrieAnn Evans, Patricia Mead, James Griffin, and Victor Szatkowski were all present. Attorney Sherar was late. Pat Bergquist was absent.

Mayor Joseph Svingala led in the pledge to the flag and then called a moment of silence for the victims of 9/11/01 and for the Bahamas from Hurricane Dorian. Mayor Svingala called the meeting to order at 6:10 pm and welcomed everyone.

Meeting Minutes:

The Mayor requested approval of the Minutes from 8/13/19. Councilman Warren made a Motion for approval and it was seconded by Councilman Griffin. Councilwoman Evans said, I'd like to make a statement, I don't like being unprepared, not having time to read through them. I understand that there was an issue but. Clerk said that the recording did not record the entire meeting and I had to recreate and the other issue was that we were only open for 2 days last week because of the hurricane and the holiday. Vote to approve was 5 in favor and Councilwoman Evans oppose.

Guest Speakers:

Charles L. Overturf III, Putnam County Supervisor of Elections

Rodney Walton, Account Executive Financial Services for The Florida League of Cities
Mr. Walton described the proposed retirement account where the employees can put money in and the Town can match it. These programs are all not for profit trusts as well as the pension trust fund that this is a part of. Clerk explained that a few weeks ago we had provided the information on the plan to the Council for them to review. You sent us a questionnaire which would provide a guideline for establishing the plan, please review that. Mr. Walton said, we will administer the retirement plan however you want it administered. He explained the questions that were asked, including vesting schedule which was set at 3 years for 100% vesting, there is an option if you are able to take a loan from the plan after you have \$2000 in the plan and you can take half of that as a loan and you basically pay yourself back with interest. There are no extra fees that the Town would incur. We are set up for minimal fees for the employees. Welaka has our plan and has had it for some time. There is an option that you can make after tax contributions as an employee and that way you'll have money in retirement that you've already paid taxes on, as well as the Town's money per IRS rules, has to be pre-tax money, so the employee would have to pay taxes when they take it out of the plan. If an employee doesn't want to participate in the plan (457) they don't have to, the Town will not put any money in. It is not mandatory to participate. The employee can start at 1% personal contributions and go up from there, but the Town would only match what the employee puts in up to 5%. This just helps the employee have another source of income in retirement other than just Social Security. Mayor

asked, you have pre-tax, and after tax so are these IRAs? Mr. Walton said, these are 457 and 401 plans, but the Roth IRA is a common buzz word. You don't have to make after tax contributions, the employee has that option. The Town MUST make the pre-tax contribution with the match, the Town's money cannot be after tax. Councilman Warren asked, do you work through a brokerage house? No, we set up a not for profit trust, I don't get commission and all the investments are through Vanguard Investments. Very high quality, low fee investments. Mayor asked, do all employees have to go pre-tax or after tax or can one say I'm going to go pre-tax and the other say no I'm going to go with ROTH? No, each employee has the option. Clerk said, as well the employees have the option as where it is invested. Right, we have very safe investments like cash and 3rd party consultant built into our plan. Somebody that looks over all the different investments that are out there and have chosen these investments to be part of the plan. There are default investments for people that don't understand a lot about saving for retirement, you get put into what's called target retirement funds. These brochures explain that, the target retirement fund is basically 5 different investments in one that start when you're younger they are more in the stock market because you can make up for the ups and downs of the stock market, you have that time to make up if the market were to underperform. As you get closer to retirement it comes out of the stock market, its more safe for people about to retire. That is the default investment, but the employee doesn't have to choose that, that's just for people that don't make a choice. Mayor asked, how often can you change your investment? Anytime you want, no fee. You can't go back into the same investment that you were in 60 days prior. After 60 days you can go back into if you wanted to. Councilman Griffin asked, what portion in Welaka donating to the employees? Kelly answered, 7%. Mr. Walton said, they are doing a nonelective contribution and that means they are contributing 7% and the employee doesn't have to do anything. If the employee wants to put extra in their plan, they can but its optional. No employees have to do the plan. I have one now that 2 employees do it. Its just another benefit to help retain employees. Mayor stated, I don't think we are totally prepared to answer all the questions here. We need to get copies of the stuff you brought in and then set up a special meeting not a workshop, because you can't vote in a workshop. That's the way we should go because there's a whole bunch of questions and I don't want to hold everybody here up. Mr. Walton said, we are here to be a fiduciary and a co-fiduciary, so we look over all this for your benefit. We have the consultant, a board and there's another committee involved as well, with multiple layers of oversight. Councilwoman Mead asked, would a Town councilmember be eligible? Mr. Walton said, there are some councilmembers that do participate. That would be up to how you all want to set the plan up. Councilwoman Mead said, well if we had a younger person who wanted to run for Council it might be a selling point for them if they had that option. Mr. Walton said, you can set different levels of employees or councilmembers and they could have a different benefit than the employees if you wanted to. Councilman Warren said, I just got a text from Craig, he's on his way. Mayor said, I don't have any more questions here, we need to be more prepared. Joyce Svingala asked, do the employees, maintenance know about this? The Clerk said, we have mentioned to them that this is something that the Council is working on. Joyce asked, will they be included in the meeting so they understand what it will be all about? Clerk said, they know when the Council meetings are but after a plan is picked then we will set up a training for the employees so that they fully understand. Mr. Walton said, that is part of my job to make sure the employees fully understand and answer their questions.

Mayor said, Public Hearing items we have none.

Unfinished Business:

Joyce Svingala gave a Beautification update on the past breakfast they took in \$227 with \$27 in tips. They sold 1 license plate cover. We need to spend some money. At the next meeting we will be talking about replacing some of the older Christmas decorations for the poles. We talked about full aprons because we are always handling the food for the Saturday breakfast. Judy order a couple and we will look at them. Becky Filer & Rick, new members for the committee along with Bud Eckles is a new member. We are going to have to order new shirts. The yard sale will be in full speed ahead and most everything completed for the October meeting. We did get together and went down to the Community Center and tried out some new menu items. Crepes, stuffed with cherries or tropical and crème fresh, strawberries, breakfast in a bowl and plain, cheese or mushroom, onion & bacon omelets. Councilmember Evans asked the date of the yard sale. November 2nd. We will be contacting the Courier Journal to have the inserts put in the newspaper. Compliments to Kelly for her idea on the Fall basket for raffle. The pricing will be \$1 a ticket or 7 for \$5. Jim Griffin was the first to buy raffle tickets. The drawing will be at the breakfast the day of the yard sale, you need not be present. Craig said if the yard sale is in November and we want the food truck we need to have that Ordinance for 2 readings. Councilwoman Evans said, well it won't make it to November. Clerk said, we can we just have to have the first reading at our next Council meeting and then another meeting for the second reading. Attorney Sherar said, the food trucks have to be licensed by the Dept. of Ag. You can call them, and they will send someone from the Health Dept because they have to meet those requirements. Clerk said, we don't want to police that, we want them to fill out a permit and they have to sign that they have it.

Councilwoman Mead held a Tree Board meeting. We meet quarterly and this is our last meeting before December. We are grateful that Dorian did not come our way after giving us quite a scare, but we must be mindful that the hurricane season is not over. At this meeting we need establish the date for the 2020 Arbor Day. We are finishing up 29 years as a Tree City. This means in January we will begin 30 years of our beginning to formerly honor our great fortune of having so many trees in our community. We traditionally celebrate Arbor Day in Pomona Park on the 2nd Friday of January which is January 10th at 4:00 pm. We chose this date because the 3rd Friday is Florida Arbor Day and we get first access to the forester because, Palatka, Interlachen and Crescent City all use that date. Andrew Messina has already requested our info, because he's working on some grants. I gave him that date on the assumption that we follow tradition and use that date. We also need suggestions for our location for a new tree if we decide to plant one. We still have a memorial plaque or stone for Tom Skidmore that needs a home. It was under the tree at the Community Center that we took down because it was dead. We still have it but we have not found it a good home. Councilman Warren asked, when was the most current information you have on Andrew Messina, the Forester? Councilwoman Mead said, I got information from him when I was gone, it was an email. Councilman Warren said, he's left his post, now he's in Welaka in a Supervisory position. Maybe we should update that information to ensure whomever supercedes him is also going to be covered when we follow through on our grant projects. Councilwoman Mead said, I got that within the last 2 weeks, I have not heard that. When we do plant a tree, it needs to be the right tree in the right location so that 20 years later they get cut a hole in the middle of them or die cause they're in the wrong place. There have been suggestions about putting one down on the south end of the Town where the sign is

but if you don't have a water supply your tree is not going to live. Even the Hollies that we planted on the north end, we replaced because they were accidentally chopped down or whatever reason, it was a County worker. Is that date suitable with the Town, January 10. Everyone said that is fine. Last year we did not plant any trees because we were planning to put a new roof on the Community Center, and we don't want to plant where it will be walked on. Clerk asked about where we had one removed on East Main. Pat said, we don't have room for it. Mayor said, we have that lot that was going to be a parking lot but now it isn't. Pat said, we planted that whole row of Cypress which are doing well. I don't think you want to plant one in the middle of it and then you decide on a parking lot. Councilwoman Evans said, there's always people looking for shade at the beach in the parking area where the kids play. Pat said, we did get complaints about the past trees that they grew into the septic line. Shirley Griffin asked, how much property do we own on the other side of the railroad tracks or on the sides of the tracks? Pat said, yes, we do, and we have planted several there. We also on East Main, replaced a Magnolia or large tree that was in the way and they took it down and we put in Crapemyrtles but they are not on Town property, so we don't take care of them. If you have other suggestions just give me a note.

Clerk Assistant, Kelly gave an update on the financials and the balance totals in all accounts showing Beautification at \$10,569.01, 1-5 Cent \$41,462.02, Better Place \$282,669.82, General Fund and Money Market \$250,999.13. Pages 11-13 are check registry for last month. Councilwoman Evans asked, on 8/28 why are we still paying stuff for Joan OConnor? Kelly said, 8/27 show a deposit from the Affordable Care Act of \$782.88. This is a Blue Cross refund, if they don't spend 80% of their budget then it has to be given back to the employees based on how many participated and how many months.

Clerk gave a maintenance update. Page 13 is a picture of the Maintenance shop newly painted signs on the side and the front entrance. We had the team trim the tree so you could see it well. Councilwoman Evans asked, who paid for that? Clerk said, the Town did. Councilwoman Evans said, well Beautification paid for the paintings on this building so I'm just asking the question. Clerk said, it was \$250 for the large one and \$100 for the other for a total of \$350. Councilwoman Mead said, it looks nice. Mayor said, if you look at it where that door is on the left of it we are going to put the street number. Clerk said, page 15 showing the tree work, I had him add on the top that unless stated otherwise charges are based on hourly wage and time spent by maintenance staff. This is just a calculation on the time they have spent, not paying a vendor. Page 16 shows time allocation chart from March through August of 2019. Councilman Warren said, other expenses are the largest cost, what's in that? Probably all of the edging, cleaning, and water samples. I will get more specific information. Not sure if you are reading the Clerk's Notes but I wanted to give Jeff props on the ball field. He took the time to put little flags everywhere to chart out a diagram of where every sprinkler head is and then identify which zone they are on. He also repaired the whole system. Bruce was going to do this, but Jeff took the initiative and got it done for him now Bruce can get started on the revamping of the fields.

Pages 17 & 18 are pictures of the property on Pleasant St. where 2 Men and a tree was dumping. He has taken everything off of the right of way. He has been working on cleaning that pile up. The other picture shows you how much they have cleaned it up from a different angle. He is not complete, and we will continue to keep an eye on that.

New Business:

Cavashia Bush did not attend. She was seeking a donation to Pop Warner. There were several Council members that thought there was an Ordinance or Resolution in place that spoke to donations. I have not been able to locate one. Councilwoman Evans said, no it was done due to the whole volunteer Fire Department fiasco. That's when they put a stop to donations. I don't think it's the Town's business to give away the money that the Town's people have given them. Clerk said, that's what I was hearing from several council members. Councilwoman Mead said, I don't believe that we did anything formal, we just decided not to do it. Clerk asked Attorney, do we need an Ordinance on this? Attorney Sherar said, I don't think we need one. If someone came in and did a presentation and the council wanted to do something, then we'd have to have a Resolutions but if they decided not to do it then we wouldn't. Councilman Warren asked, what about having an Ordinance that we don't make any contributions because we feel it's the taxpayers money we are spending and because there are too many worthy causes out there to pick and choose between them. Attorney Sherar thought we had done this a couple of years ago. Councilwoman Mead thought it was when Alonzo was Mayor. Clerk said, the last donations that we could find were from 2011, \$250 to Pop Warner football and 2010, \$300 to football and \$300 to cheer. Joyce Svingala said, didn't we purchase the scoreboard? Yes, but that is Town property. Attorney Sherar said, if we pass an Ordinance saying we can't do it and then there is something that you want to, then you would have to do an Ordinance overriding it and that would be 2 readings. Clerk said, it might be better just to leave it as a standing rule and then when people come in and present their case then you can tell them yes or no. Councilman Griffin said it would be easier if we have an Ordinance and then at the front desk you just tell them no. Attorney Sherar said, if you don't do an Ordinance and the board changes its easier for the board to change their minds to do it. If you want it to be flexible, then just do it by Resolution. If you want it to be binding, then make an Ordinance and then someone would have to change it. Clerk said, I will write an Ordinance for your review. Mayor asked, Craig, what would that Ordinance do for maintenance uniforms when Donna's going to talk about the hats? Clerk said, that's not a donation. Mayor said, I'm just making sure we're not stopped from doing this. Councilwoman Mead asked what this is about? Judy Szatkowski said, there is a wonderful organization called, Pink Out Putnam. They sell hats and other things and it all goes to the cancer center in Palatka and stays in the County. Mayor asks, is this considered a donation? Clerk went to pages 19 & 20. We would like to get the Town a little bit more involved with showing our support, like our marquee that showed support for 911 victims. We want the community to start seeing that we care about these things and we are a part of what they are going through. The maintenance team is visible all the time and we wanted to ask the Council about a pink shirt, but the maintenance men said no, we are not wearing a pink shirt. I asked what about a hat and they said it depends on the hat. The maintenance men chose this hat. I wanted to check with the Council because this would be a uniform change for the month of October. There are also shown wrist bands on page 20. Councilwoman Evans said, well, I think we can wear pink on our own. We don't need to spend taxpayer's money. Judy S. talked about several years ago a group donated money and time to decorate for this. Clerk said, I used to be on the Pomona Park Purple Hearts along with several women here. At the time we had gotten

some big purple ribbons, but they are gone now. I started looking for a wreath for the door, but they are too expensive. The hats are only \$25 for 4 hats. I thought since they are out in the community that the residents would see that, but that is something that you all will have to tell me if you approve something like this. Mayor said, I think it would just be part of the uniform, they should be wearing hats outside anyway in the summer and that's in the employee manual. Councilwoman Mead said, I have no objection to \$25 for 4 hats but I don't understand how we are going to differentiate between supporting breast cancer and prostate cancer. Mayor asked, if we had that Ordinance, how would that Ordinance pertain to these hats? Attorney Sherar said, it would depend on how the Ordinance was written. He discussed how sometimes these things can be good or bad. The Mayor in Baltimore just got banded because someone just bought \$500,000 worth of coloring books that she had published. You could write the Ordinance which excludes this type of activity or includes it depending on how far away you think it is from doing a donation. Mayor said, I think they all should wear hats. Councilwoman Mead said don't they have hats that say Pomona Park? Kelly explained that Bruce bought the Pomona Park hats for the maintenance men before he left because they didn't have anything provided to them from the Town. They were wearing their own personal hats. Councilwoman Evans said, that's ridiculous that they weren't provided. Shirley said, a lot of things weren't provided trying to fix that. Councilwoman Evans said, no we should provide them yearly a new hat, a couple shirts, a shoe allowance and that's where we need to go through our employee manual and fix that. I'm all for difference cancer awareness but if they choose to wear pink to show their support, I think that should be up to them. I don't think we should go out and have to buy things to show and spend the money on things that..None of this money actually goes to breast cancer awareness. Clerk said, this is not a donation, these are items off of Amazon, but we can just drop it. This was just an idea to try and show the Town that we care about these issues but evidently you all don't want to go down that road, that's fine. Mayor said, I do, and I will give you \$26 for 4 hats for the guys. Councilman Griffin said, Joe I will split it with you. Mayor said ok Jim. CarrieAnn said, here's 12 bucks.

Beth St. George and Jane Grove discussed the closing of the Putnam County Family Fitness Center. They said there are a number of people that did not use the machines, they are not part of Silver Sneakers. We do walking aerobics. We need a TV, which we would provide, DVDs which we have. We will take it up and down and we would like to use the Community Center on Monday, Wednesday and Thursdays. Mayor asked, what time? We typically come at 8:30 to set up and then we would be done by 10:15 at the latest. We don't need anything but a place. Mayor said, you can't go through the Council, its going to cost you \$125 a day. You can go through the Senior Program. Beth said she spoke with Judy, we only need a place to put the tv. Mayor said, the Senior Program is separate and distinct and if you go under that umbrella, you're not paying \$125 a day. Beth said, we couldn't afford that. Clerk said, we also have to work with the Silver Sneakers program for classes. Jane said we've been doing this over at the fitness center and we would continue that class schedule. Councilwoman Evans asked, are Silver Sneakers still trying to use the fitness center, I mean our Community Center for that and they want the Town to run that? Clerk said, so we can't run that. That's why it would go under the Pomona Park Senior Program, Inc. Councilwoman Evans said, the Town's not the in the business to have a gym. Councilman Griffin said, due to lack of participation the fitness center closed. Councilwoman Evans said, I know all that. Councilman Griffin said, they want to use the community center and I think it's a good idea. Councilwoman Evans said, I don't think its

Town involved but I keep seeing emails back and forth. Clerk said, because at the meeting no one else stepped up and I said I would coordinate with them closing and I wanted to keep you all aware of what was happening with them. Mayor said, Senior program is going to have to sit down with you, how many people do you normally have. Beth & Jane said, it depends on the season, right now 20-22 in the winter. Councilwoman Evans asked, is there a fee charged. They said no, we don't charge a fee, but we were paying to use the center. We are willing to give a donation, maybe not a donation. Clerk said, you can give us donations, but we just can't give you donations. Jane said, its good for people of our age because it keeps us in good physical shape. Mayor said, we need to have a meeting it would probably cost participants \$1 a week that goes to Seniors because we make an annual donation in October to the Town that helps pay for some of the utilities for the building. Joyce said, I would like to have a meeting with all 3 groups so that we are all on the same page. I don't know who. Mayor said, Donna probably knows. Clerk said she would provide the contact information to Joyce. There were people talking on the Council while the speakers were still trying to talk. They were discussing insurance coverage and Attorney Sherar said it should be covered under our liability. Councilman Griffin said, usually the instructors and a few of the people would vacuum and clean up before we left. They said, that is not a problem, we can do that.

Mayor said, let's move on to approval of Council's absences. I don't think there was that many. Clerk looked up the policy and it states, since the beginning of the year and the only thing that I found is that both Pat Mead and Pat Bergquist were absent for 1 council meeting. The Mayor said we did this for John, and we will do this for Pat. We just made this open ended and that's what this will be as far as I'm concerned. Other council agreed. Councilwoman Evans made a Motion to excuse the absences of Pat Bergquist and Pat Mead from past council meetings and it was seconded by Councilman Griffin. Shirley said, if you do this now then you have to do it for others in the future. Mayor said we are going to excuse Pat Mead and leave Pat Bergquist open ended just like we did John. Vote was unanimous to approve Motion.

Clerk and Asst. Clerk training coming up outside of county. Clerk training October 14-17 in Daytona, no hotel needed. Asst. Clerk, Boot Camp for Government Accounting in Sandestin October 21-22. Expenses to include class registration, hotel, mileage & meals. Councilwoman Evans made a Motion to approve Clerk and Asst. Clerk travel outside county for classes. Councilman Warren seconded. Unanimously approved. Clerk also told council about Leadership & Management Skills for Woman that I want to send Kelly to on November 4 & 5. Councilwoman Evans made a Motion for Kelly to go outside Putnam county to attend the class on 11/4 & 5 in Daytona. Councilman Warren seconded and the vote was unanimous to approve.

459 West Main Code Enforcement. 4 Sheriff Deputies came into the office because people were trying to have a yard sale. We called County Code Enforcement who told us that the house has been condemned in 2016. They said that Joan and Gary (Town Code Enforcement) asked County to close their case so that they could open an abatement case, however it was never done. The 2 people came into office for a yard sale permit and I declined to issue one because they are not the owners, the owner is incarcerated. I called Attorney Sherar and conferenced with Charlie Erckman to get this case started again. Charlie said it started in 2015 with an RV and then the mobile home was added later and was noticed as uninhabitable. The RV was removed as of inspection on 2/2/2016 and in 2017 the owner pulled a permit for electric and power and the

power was restored. On 8/2/2017, Joan and Gary advised county they would take over the case. Charlie has posted new signs condemning the property and a new case, 2019-00499 has been filed. Charlie is going to schedule a Findings of Fact and Conclusion of Law Hearing before the Special Magistrate in October. He will grant 30 days for the property owner to become compliant by either demolishing the structure or pulling permits for repair. Then he will schedule a Lien Hearing in December and 3 months after that in March, he will schedule for the Abatement and Foreclosure Hearing. Attorney advised to proceed. Councilman Warren spoke of the past case and said that he kept pulling permits and it never got picked up again. Attorney sent email and asked Charlie to let him know when it was going to be in October so that someone can be there.

Charles Overturf, Putnam County Supervisor of Elections:

He spoke of the need for the council to discuss any possible Charter changes. Ms. Donna asked if I could come to answer questions, if you have any interest in any amendments to the Charter. Your attorney will have to come up with wording and that doesn't happen over night and there are certain number of readings required. In 2014, you all put 5 amendments on the ballot and only 1 passed. Councilwoman Mead asked if we should revisit those and put them back on the ballot? Mr. Overturf said there are 3 elections next year. The Presidential Preference in March, the August Primary and then November 3 is the big one. In the past you all have waited until November because that's the biggest turn out. There are 3 or 4 of you that will be running next year. I will set a date up to help you all get qualified. The first week of August is the actual week of qualifying. Sometime in July I will come down and work with you all. I have to have the wording so that I can prepare a ballot. We have at least 5 different amendments statewide. The Presidential Preference is where the Democrats will nominate about 20 people to run for president and the Democrats will get to vote for whoever they choose. The Republican will have 1, 2 or 3 that will be running against the President. The latest to submit our ballot items would be in July. It was requested that Mr. Overturf send the items that were on the 2014 ballot so the Council can review them and see if its something they want to put back on the ballot. Mr. Overturf said, of all the cities that I go to, you're the biggest group. You are the only one in the County that has 7 members, everybody else has 5. I remember when Joe Lieb left it went several months before they got someone. The Council has asked the Clerk and Craig to write an Ordinance to change the Charter from 7 to 5 and we'll see if the Council will approve it. Council raise would need to be passed at least 90 days before the election. Mr. Overturf said, you may want to consider that you all have it where the Mayor has to run every 2 years, but you could change that to 4 years. Attorney Sherar said the reason we have it that way is because if the Mayor and 2 other people are messing up the populous, you can't change the vote except every 4 years but if the Mayor has to run every 2 years, you can change the majority every 2 years.

Questions and comments. – none

Upcoming events: Neighborhood Watch Thursday September 12, at 5:30pm. Conversation with the Mayor will be Saturday September 14, 7am-9am. Final Budget Hearing Monday September 16 at 5:30pm. First Saturday breakfast is October 5, 8am-10am. Beautification Meeting will be October 7 at 10am. Town Council meeting October 8, at 6:00pm.

Councilman Griffin made a Motion to adjourn. Adjourned 8:07 pm

Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, October 8, 2019 (6pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, CarrieAnn Evans, Patricia Mead, James Griffin, and Victor Szatkowski were all present. Attorney Sherar, Clerk Donna Fontana, Asst. Clerk Kelly Krupski and Maintenance Supervisor Bruce Wolfred were all present.

Mayor Joseph Svingala led in the pledge to the flag. Mayor Svingala called the meeting to order at 6:00 pm and welcomed everyone.

Meeting Minutes:

The Mayor requested approval of the Minutes from 7/16/19, 7/29/19 & 8/20/19 with revision on page 18 on 8/20/19 changing the absent member from Pat Mead to Pat Bergquist. Councilman Griffin made a Motion for approval and it was seconded by Councilman Warren. Vote to approve was unanimous.

Guest Speakers:

Yvonne Munn – presented a check in the amount of \$600.00 to the Town to offset some of the bills for the Pomona Park Senior Program, Inc. usage of the Community Center. Mayor said, that next year the check will increase because we have tremendously increased the program in the last few months because of the Putnam Family Fitness Center closing and we've picked up 3 of their programs. We are in there 5 days a week now with probably 150 people using it.

Public Hearing items:

Clerk - 2nd reading of Ordinance 2019-3 Authorizing the Mayor to sign a deed transferring ownership of Town owned property at 117 Hill St. First reading passed with 5 yeas and 0 nays with 2 absent. Councilwoman Evans made a Motion to adopt Ordinance 2019-3, 2nd by Councilman Szatkowski. No discussion. The Motion passed unanimously.

Clerk – Resolution 2019-3 Authorizing Mobile Food Trucks for the Annual Everybody's Having a Yard Sale on November 2, 2019, 8am-2pm. Councilwoman Evans made a Motion to adopt Resolution 2019-3, 2nd by Councilman Warren. Councilwoman Evans asked about the price, Clerk explained that there is a Special Event Permit Application which has the price on it. The Motion passed unanimously.

Unfinished Business:

Beautification update was just a statement that the last breakfast was the biggest one. We made \$500 even. Pomona Park Senior Program, Inc. paid for their attendee's breakfasts. New items were on the menu.

Clerk Assistant, Kelly gave an update on the financials. Pages 26-28 are check registry for last month. Page 29-32 is the Trial balance for the full year. Councilwoman Evans asked about the a/c. Kelly explained this was a replacement of the motor at the Community Center. Councilwoman Evans asked about a yearly service plan and the Mayor asked the Clerk to get an

estimate for that. Pages 33-39 is the budget from last year, anything in yellow was overspent or extra income that wasn't budgeted for. The last column is the new budget.

Bruce Wolfred gave a maintenance update. Bruce thanked the maintenance staff and Jeff for filling in for him and completing all the tasks he had left for them and some he hadn't. Donation drop box at Community Center installed for classes; acquired materials for the Mayor's Park light/camera pole. The dock renovations and stringer inspection revealed 1 section that has to be replaced aside from the decking. Going to do a board and stringer replacement for safety for less than \$200. Bruce was planning to repair the fence at Mayor's park and turn the receipts in for the insurance claim. There is another tree on Pleasant that we need to get a quote on to have removed. Right of ways and at Maintenance shop we have an air potato issue that needs to be chemically treated and I will start addressing that. Bruce will get a list of homes that have issues for the Clerk's office to send out an information letter. Pressure cleaning around the Community Center to keep down the algae and looking for a sealing to prevent. DOT required new traffic signs for the road maintenance and mowing, we have received them and have begun to use them. Bruce is going to write a Comprehensive Emergency Management Plan for our Town with standard operating procedures for Council, legal, maintenance and Clerk's office. Will create a draft plan. I will pursue contract maintenance agreements.

Pat Mead talked about planting a Live Oak in the Mayor's Park where the fence is down and place the Tom Skidmore plaque at that location.

Annual audit engagement letter from Moats & Associates will not exceed \$11,200.00. Councilman Griffin made a Motion to authorize the Mayor to sign the audit engagement letter, 2nd by Councilwoman Evans. Motion passed unanimously.

Employee retirement plan. Reviewed and answered the questions from the Council. 3 year vesting, matching up to 5% of employee wage and contribution. The employees elect how funds are invested. Councilwoman Evans made a Motion to approve the 401A, 457B, vesting schedule of 3 years from date of employment, Town contribution rate of up to 5% based on employee contribution and the employee selects the investment of the funds. Councilman Griffin 2nd the Motion. Motion passed unanimously.

New Business:

Certificate of Appreciation presented for Councilwoman Patricia Bergquist's service to the Town of Pomona Park on the Town Council and on the Beautification Committee. It was signed by the Council, framed and hand delivered to Pat Bergquist.

Councilwoman Evans requested that the open seat be advertised in the future as not everyone knew it was open. Discussion ensued on this and will be considered for future seat openings. Clerk offered placing future openings on the Marquee, Open Council Seat #X, inquire within. Councilman Szatkowski cited Charter 2.05 wherein the Mayor and the Council choose some candidates for the open seat and then vote on it.

Candidates Lynda Linkswiler and John Morbitzer each spoke to the Council on why they would like to be considered for Council seat 2 vacated by Patricia Bergquist. The Mayor asked the candidates and their spouses if they would go into the Clerk's office even though they were told

that since it is a public hearing they do not have to. The candidates chose to go into the other room. Mayor stated that both are great candidates and whoever doesn't get this seat, I hope comes up next year and looks for a seat. Many Councilmembers spoke that both are great candidates. Discussion ensued and Councilman Griffin made a Motion to appoint John Morbitzer to fill seat 2. No second made. Mayor stated he would 2nd if he could. Councilwoman Evans made a Motion to appoint Lynda Linkswiler for seat 2, 2nd by Councilmen Warren & Szatkowski. Motion passed unanimously.

Candidates returned into the room and the Mayor thanked both candidates, both are appreciated by everyone on this Council and the one not appointed tonight, its unanimous that they come forward in June to run for next year's election. I'm up along with 3 people here and this seat will be open to finish the timeline on it. The Council has chosen Lynda Linkswiler. Clerk read Resolution 2019-4 Appointing Lynda Linkswiler to Council seat 2. Councilman Warren made a Motion to accept the Resolution 2019-4 and it was 2nd by Councilman Griffin. Clerk administered the Oath of Office and Lynda Linkswiler swore to said Oath and then took her place at Council seat 2.

Mayor discussed maintenance cell phone allowance that was placed in the budget, \$25 per person per month. It needs to be approved by the Council. Attorney Sherar said that this should be a Resolution and identify where it will come out of. Clerk will write a Resolution.

Clerk requested that she and Asst. Clerk go to St. Augustine on 11/11-11/12 for a Quickbooks class and that we would take a day in lieu of the holiday as a day off and not receive holiday pay. \$579 per person. Councilman Griffin made a motion to allow the Clerk and Asst. Clerk to go out of Putnam County for a Quickbooks class. Motion passed unanimously.

Everybody's Having a Yard Sale expenses were discussed. The Town has been paying the Sheriffs and the Port a Potties. Clerk questioned why the Town would pay for the Port a Potties as in the past the Beautification Committee paid for them until 2017 when it is believed the Treasurer may have paid for it in error out of the General Fund. Mayor felt like Beautification is a Town government committee and we have no choice but to have it. Mayor thinks the Town should pay for the Port a Potties. Attorney Sherar said according to the Ordinances, not the Charter, all of the expenses of the beautification should be voted on by the committee members and noted in the minutes. The Town Beautification Committee will have a separate bank account and their own budget subject to the Town's accounting procedures and administered by the Town Clerk... More explanation from the Attorney explaining that it is a self sustaining committee. The Mayor asked so, why aren't they paying for the sheriffs? Councilman Warren said, they should and Attorney Sherar said I think they should too. Mayor said it is in the budget for the Town. Attorney Sherar explained that if it were a private company, they would have to supply their own sheriffs for the mass gathering they were having and the facilities. Attorney Sherar said, his official read is, they do have their own budget and they do raise their own money for the purpose of Beautification projects as enumerated in 2-11. Its up to you all to decide how you want to interpret that. Attorney Sherar said you may have budgeted the Town to pay the sheriff, but you shouldn't have. Mayor stated, so you guys are going to start nit picking that committee that busts their ass all the time for this Town, I hope that if you nit pick them to death tonight that every single one of them quit. I hope they quit. Attorney Sherar explained that

when he started there were issues about the Beautification committee and that's why we gave very clear direction as to what the Beautification committee was supposed to do. The Council voted for this and it's my job to interpret it and you guys can do what you want but I'm going to stand fast on my position which is all the expenses of the Beautification committee shall be voted on the committee members. The committee will have a separate bank account and their own budget. This is their project. Clerk said, the Beautification committee is there to provide things for the Town, so I don't understand why it's an issue for them to pay for their event expenses. Councilwoman Mead asked, you mean to say that the Town can't donate money to Beautification? Attorney Sherar said, you can but you guys have made it clear that you're not going to give to little league and other people. Mayor said but they are not a government entity in Pomona Park. It is Pomona Park government. Attorney Sherar said, it is a semi-autonomous organization, organized under the auspices of the Town that they Town said you are responsible for all of your expenses. Mayor said, we are taking away what the Town's been doing for them with this yard sale that they work so hard on. The Town helped them out to make their money and now we're saying you don't care how hard you worked, we're not going to give you a penny for it. Attorney Sherar said, the fact that the government should live by the rules which it adopts, because if it does not like the rule, it has the power to change it. The fact that it's been done incorrectly is not an excuse to keep doing it. You can change your Ordinance, so this debate doesn't happen next year, that you're going to pay for the cops. Mayor said, the cops are in the Town budget, if they have to pay for the outhouses then they have to pay for it. Mayor said, if somebody wants to make a Motion to take the deputies and porta potties away from the Beautification committee then you guys do it. Stand up for you're saying, make a Motion that you're not going to pay for them, make the Motion. The money from the Beautification comes back to the Town anyway and Attorney Sherar said, 50% has to according to the Ordinance. Councilwoman Evans said, well then, we should pay 50% of the Sheriff. Judy said it is protecting the citizens of the Town. Councilman Griffin made a Motion that the Town pay for the Sheriff for the yard sale. There was discussion but no 2nd. The Mayor said, we don't need anymore motions, beautification will pay for the outhouses. Clerk said, that Joyce had already agreed to pay for the porta potties. Clerk stated that please understand that when I bring these issues before the Council it's not to start disagreements it's to say that I have seen something that needs to be discussed by the Council. I saw something that happened in the past that I thought was a mistake and so that's why I brought it before the Council. Mayor said, 3 years from now you bring it up again and you'll have a different Council and they're going to have a different opinion. It changes all the time, the more you bring it up, the more it changes. Councilwoman Evans said, you're doing exactly what you're paid to do. Attorney Sherar said, in conjunction with what Donna is saying, I represent the Town and technically I don't represent the Council and when I see the Council going in a direction that I don't think is right. Regardless of how popular or unpopular it is, as the legal advisor, I have to sit there and tell you. I'm only a legal advisor, you guys are the client and you have to make the decision.

Council reviewed the 2014 ballot for the election. There were 4 items on the ballot and only one passed. Councilwoman Mead wanted the council to look at these 3 and see if they are something that we need to put back on the ballot for 2020. Attorney Sherar suggested that if we want to put 2 on the ballot then we would need to send out a letter to the registered voters twice stating to Vote Yes on 2 and an explanation. Councilwoman Evans made a Motion to put allowing fees and budgets by resolution on the ballot, 2nd by Councilman Griffin. Motion passed unanimously.

Councilwoman Evans made a Motion to send out mass flyers in support of placing #2 back on the ballot, 2nd by Councilman Warren & Griffin. Motion passed unanimously.

Questions and comments. – none

Clerk announced that the Putnam Family Fitness Center is going to go up for sale. Bruce and I discussed with the Mayor and the Mayor concurred that we should look into this as a long range planning option for the Town. I emailed the fitness board and explained that we are interested in possibly purchasing that property at a reduced amount for the Town. They appreciate our interest and will bring it before the board. Attorney Sherar pulled the deed and there is nothing on the deed regarding the funds going to the Salvation Army.

Upcoming events: Neighborhood Watch Thursday October 10, at 5:30pm. Conversation with the Mayor will be Saturday October 12, 7am-9am. Clerk training October 14-17. Government Finance Training for Kelly October 21-23. Council Ethics Training October 28 1-5pm. First Saturday breakfast & Everybody's having a yard sale is November 2, 7am-10am & 8am-2:00pm. Women's Supervisory Training Kelly Monday November 4-5. Beautification Meeting will be November 12 at 10am. Town Council Meeting Tuesday, November 12 at 6pm.

Councilman Griffin made a Motion to adjourn, 2nd by Councilman Warren. Adjourned 8:40 pm.

The Family Fun Friday Sneakers program is coming:

The Georgetown Fruitland Community Center
1409 County Road 309
Georgetown, Florida 32139

Date: Friday November 1, 2019

Time: 10:00 AM

The plan will initially operate in the same purview as the Pomona Park Community Center Program.

A \$1.00 donation will be requested to support the non-profit Georgetown/Fruitland Community Center.

Remember to bring water for hydration.

Family Fun Friday will provide the exercise *You must bring the Fun.*

Bill Lockhart will be your initial instructor.

You do not have to be a member of anything.

Bring and invite your friends, family and any out of town guests.

RESOLUTION 2019-5

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING A CELL PHONE ALLOWANCE OF \$25.00 PER MONTH TO BE ISSUED TO THE MAINTENANCE STAFF

WHEREAS, The Town of Pomona Park Mayor, Council and Clerk's office has a need to call the maintenance staff during their scheduled working hours on a regular basis; and,

WHEREAS, the Town of Pomona Park chooses not to issue cell phones but instead to call the employee on their personal cell phone; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town Council of the Town of Pomona Park authorizes the issuance of a monthly cell phone allowance of \$25.00 per maintenance employee for the use of their personal cell phone for Town business phone calls.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

RESOLUTION 2019-6

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING THE PAYMENT OF INVOICE #19489 IN THE AMOUNT OF \$2600.00 TO MITTAUER & ASSOCIATES, INC. FOR CDBG 21 NR STORMWATER IMPROVEMENTS PROJECT

WHEREAS, The Town of Pomona Park has entered into a contract with Mittauer & Associates, Inc. for Engineering Services concerning the CDBG 21 NR Stormwater Improvements Project; and,

WHEREAS, the first payment for Item A. Preliminary Engineering is due and payable for \$2600; and,

WHEREAS, the Town Clerk is authorized to approve expenditures up to \$2000.00 and this is over that limit; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town Council of the Town of Pomona Park authorizes the payment of invoice #19489 in the amount of \$2600.00 to Mittauer & Associates, Inc.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

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MITTAUER & ASSOCIATES, INC.
580-1 WELLS ROAD
ORANGE PARK, FL 32073
904-278-0030



Invoice 19489

BILL TO

Town of Pomona Park
1775 U.S. Highway 17
South
Pomona Park, FL 32181

DATE
10/29/2019

PLEASE PAY
\$2,600.00

DUE DATE
11/18/2019

M&A PROJECT NO.

9512-11-1

DESCRIPTION

AMOUNT

CDBG 21 NR STORMWATER IMPROVEMENTS
TOWN OF POMONA PARK, FLORIDA

Engineering services concerning the CDBG 21 NR Stormwater Improvements project for the Town of Pomona Park including completion of preliminary engineering services during the period ending October 25, 2019.

TOTAL LUMP SUM CONTRACT AMOUNT: \$94,000.00

READINESS-TO-PROCEED PHASE - LUMP SUM CONTRACT AMOUNT: \$59,800

- Item A. Preliminary Engineering, \$2,600
- Item B. Basic Engineering Services, \$37,200
(B1. Design on Perry St. & Middleton Ave., \$7,500 | B.2 All Other Design, \$29,700)
- Item C. Additional Engineering Services. \$20,000
(Geotechnical Investigation, \$7,500 | Permitting, \$12,500)

CONSTRUCTION PHASE - LUMP SUM CONTRACT AMOUNT: \$34,200

- Item D. Basic Engineering Services, \$10,000
- Item E. Resident Project Representative Services, \$24,200

AMOUNT PREVIOUSLY INVOICED: \$0.00

Amount Earned This Period

2,600.00

Thank you for your business.

TOTAL DUE

\$2,600.00

THANK YOU.

RESOLUTION 2019-7

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, DETERMINING THAT THE BEAUTIFICATION COMMITTEE WILL PAY FOR THE PORTABLE TOILETS AND THE PUTNAM COUNTY SHERIFF FOR THE ANNUAL EVERYBODY'S HAVIN' A YARD SALE

WHEREAS, The Town of Pomona Park Beautification Committee has an annual fund raising event every year in November named the Everybody's Havin' a Yard Sale; and,

WHEREAS, the Beautification Committee has a separate bank account and their own budget, subject to the town's accounting procedures and administered by the town clerk; and,

WHEREAS, the annual Everybody's Havin' a Yard Sale has expenses for 2 portable toilets and hiring the Putnam County Sheriff's office for event security; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town Council of the Town of Pomona Park cannot pay the expenses for the Beautification event and requires the Beautification Committee to pay the portable toilets and the Putnam County Sheriff's coverage for the event.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

RESOLUTION 2019-8

Page 1 of 1

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A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, DETERMINING THAT THE BEAUTIFICATION COMMITTEE WILL PAY FOR THE PORTABLE TOILETS AND THE TOWN WILL PAY FOR THE PUTNAM COUNTY SHERIFF FOR THE ANNUAL EVERYBODY'S HAVIN' A YARD SALE

WHEREAS, The Town of Pomona Park Beautification Committee has an annual fund raising event every year in November named the Everybody's Havin' a Yard Sale; and,

WHEREAS, the Beautification Committee has a separate bank account and their own budget, subject to the town's accounting procedures and administered by the town clerk; and,

WHEREAS, the annual Everybody's Havin' a Yard Sale has expenses for 2 portable toilets and hiring the Putnam County Sheriff's office for event security; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town Council has determined that the Sheriff coverage of the event is to provide security within the Town during this annual event and the Town will incur the cost of providing same and the Beautification Committee will pay the costs for the portable toilets.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

RESOLUTION 2019-9

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, DETERMINING THAT THE BEAUTIFICATION COMMITTEE WILL PAY FOR THE PORTABLE TOILETS AND HALF OF THE PUTNAM COUNTY SHERIFF AND THE TOWN WILL PAY FOR HALF OF THE PUTNAM COUNTY SHERIFF FOR THE ANNUAL EVERYBODY'S HAVIN' A YARD SALE.

WHEREAS, The Town of Pomona Park Beautification Committee has an annual fund raising event every year in November named the Everybody's Havin' a Yard Sale; and,

WHEREAS, the Beautification Committee has a separate bank account and their own budget, subject to the town's accounting procedures and administered by the town clerk; and,

WHEREAS, the annual Everybody's Havin' a Yard Sale has expenses for 2 portable toilets and hiring the Putnam County Sheriff's office for event security; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town Council has determined that the Sheriff coverage of the event is to provide security within the Town during this annual event and the Town will incur half of the cost of providing same and the Beautification Committee will incur half of the Sheriff coverage and the Beautification Committee will pay the costs for the portable toilets.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

RESOLUTION 2019-10

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING THE USE OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES; STATE CONTRACTS AND AGREEMENTS; STATE TERM CONTRACTS AND THE USE OF THE FLORIDA SHERIFF'S CONTRACTS

WHEREAS, The Town of Pomona Park has an approved budget for fiscal year 2019-2020 allocating funds for the purchase of equipment and services for projects and the operations of the town; and,

WHEREAS, the Town must advertise for bids for any equipment or services over \$5000.00 and compare the responses in order to provide the best cost and provider for the project; and,

WHEREAS, the State of Florida Department of Management Services; State Contracts and Agreements; State Term Contracts and the Florida Sheriff's Contracts both provide an annual bidding process wherein companies are awarded contracts based on the lowest bids; and,

WHEREAS, the Town as a municipality is authorized to use the contracts provided from the State Contracts and the Town has joined as a member to the Florida Sheriff's Contracts and is authorized to use the contracts provided; and,

WHEREAS, the Town has a need to purchase used equipment at times and said used equipment may not be able to be compared by using the bid process; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town of Pomona Park is authorized to utilize the state contracts through the State of Florida Department of Management Services; State Contracts and Agreements; State Term Contracts and the Florida Sheriff's Contracts therefore foregoing the requirement to advertise for bids on purchases over \$5000.00 unless there is no effective contract available for that need. The Town will be exempt from the bid requirement on the purchase of used equipment upon thorough review of the equipment and a majority of vote by the Council. In the event of an auction, the Council will vote on a maximum amount that the Maintenance Supervisor may bid based on the budgeted item.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

RESOLUTION 2019-10

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

RESOLUTION 2019-11

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING THE PURCHASE OF A PULL BEHIND DUMP TRAILER THROUGH THE FLORIDA SHERIFF'S CONTRACT COOPERATIVE PURCHASING PROGRAM FSA19-VEH17.0 IN THE AMOUNT OF \$8850.00

WHEREAS, The Town of Pomona Park has an approved budget for fiscal year 2019-2020 allocating funds in the amount of \$8000.00 for the purchase of a dump trailer; and,

WHEREAS, the Town has a need for a dump trailer to haul tree debris and lower our costs for dumpsters. The selected dump trailer exceeds the budgeted amount by \$850.00; and,

WHEREAS, the Town has adopted Resolution 2019-10 authorizing the use of the State of Florida Department of Management Services; State Contracts and Agreements; State Term Contracts and the Florida Sheriff's Contracts for purchases without the requirement to bid; and,

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

Section 1. Purpose

The Town is hereby authorized to purchase the 14,000 LB GVWR dump trailer from All American Trailer Connection Inc. through the Florida Sheriff's Contracts Cooperative Purchasing Program FSA 19-VEH17 without going to bid show on Exhibit A. The additional \$850.00 will be taken from General Fund, Road and Streets 541.641 Machinery & Equipment.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Resolution is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Resolution be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Resolution.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith including, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect November 12, 2019 upon final passage as provided by law or as soon thereafter as all signatures are executed.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on November 12, 2019.

By: _____
Joseph Svingala., Mayor

Attest: _____
Donna Fontana, Town Clerk

Bid Award

Term: October 1, 2019 - September 3, 2020

Contract: FSA19-VEH17.0 , Heavy Trucks and Equipment

31

Group: TRAILER: Pull Behind Dump Trailer - 14,000 LB GVWR

Item: 218, PJ Trailers, DL142, DL142

Description: GVWR: 14,000 lbs. BED: Grease fittings on all hinges; D-ring tie downs. BED SIZE & FRAME: 6'8" wide; 14' length; 24" deck height; Tube steel box; 10GA bed floor; Rear stabilizers; 12,000 lb. tongue jack; 20" high sides and tailgate, minimum. BED LIFT: Scissor type hydraulic lift; 12-volt power unit with battery; 15" pendant control. AXLES: Dexter easy lube or equivalent; Sized for GVWR of trailer; 4-wheel electric brakes with breakaway. MISCELLANEOUS: Conspicuity type on sides; Tail/stop/turn lights; 7-way trailer plug; Tarp system; Spare tire; Pintle type hitch or ball (customer selected).

Zone	Rank	Vendor	Price
Western	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,890.00
	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,890.00
Northern	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,850.00
	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,850.00
Central	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,850.00
	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,850.00
Southern	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,500.00
	Primary	ALL AMERICAN TRAILER CONNECTION INC	\$8,500.00

Options appear in alphabetical order by awarded vendor.

Options: ALL AMERICAN TRAILER CONNECTION INC

Order Code	Description	Price
DL1	subtract 2' length (12')	\$0.00
DL2	add 2' length	\$275.00
DL3	14 ply tire upgrade	\$500.00
DL4	17.5 wheel upgrade 16 ply	\$1,200.00
DL5	8,000 lb axle upgrade	\$1,800.00
DL6	triple 7k axle upgrade	\$1,200.00
DL7	triple 8k axle upgrade	\$3,600.00
DL8	Elec/ hydr disc brakes	\$1,800.00
DL9	custom color	\$450.00
DL10	Gooseneck	\$1,200.00
DL11	30k gooseneck	\$1,600.00
DL12	dual jacks	\$550.00
DL13	single hydraulic jack	\$1,850.00
DL14	dual hydraulic jacks	\$2,200.00
DL15	solar charger	\$220.00
DL16	side extensions	\$1,000.00
DL17	17.5 k winch	\$1,900.00
DL18	deck on the neck	\$975.00

RESOLUTION NO. 2019-12

A RESOLUTION TO BE ENTITLED:

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF POMONA PARK, FL ESTABLISHING A DEFINED CONTRIBUTION AND DEFERRED COMPENSATION PLAN; PROVIDING FOR EXECUTION OF TRUST JOINDER AGREEMENT; PROVIDING FOR ADOPTION OF DEFINED CONTRIBUTION PLAN AND A DEFERRED COMPENSATION PLAN; PROVIDING FOR ACKNOWLEDGEMENT OF MASTER TRUSTEES; PROVIDING FOR EXECUTION OF AN ADOPTION AGREEMENT; PROVIDING FOR ABIDING BY TERMS AND ACCEPTANCE OF SERVICES; PROVIDING FOR TERMINATION OF PARTICIPATION; PROVIDING FOR ACKNOWLEDGEMENT REGARDING ASSETS; PROVIDING FOR APPROVAL BY MASTER TRUSTEES; PROVIDING FOR FULL FORCE AND EFFECTIVENESS; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Pomona Park, Florida, (hereinafter referred to as the "Participating Employer") has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a defined contribution plan and a deferred compensation plan;

WHEREAS, the Participating Employer has also determined that it wishes to encourage employees' saving for retirement by offering matching contributions;

WHEREAS, the Participating Employer has reviewed the Florida Municipal Pension Trust Fund ("FMPTF") Defined Contribution Plan ("401 Plan") and Deferred Compensation plan ("457 Plan");

WHEREAS, the Participating Employer wishes to participate in the 401 Plan and 457 Plan to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Participating Employer is an Employer as defined in the 401 Plan and 457 Plan;

WHEREAS, the Participating Employer shall execute a Trust Joinder Agreement to become a party to the FMPTF Master Trust Agreement as a condition of participating in the 401 Plan and 457 Plan;

WHEREAS, the Participating Employer shall execute an Adoption Agreement for the 401 Plan; and

WHEREAS, the Participating Employer shall execute an Adoption Agreement for the 457 Plan; and

WHEREAS, the Town Council of the Town of Pomona Park, Florida is authorized by law to adopt this resolution approving the Trust Joinder Agreements and the Adoption Agreements;

Therefore, the Town Council of the Town of Pomona Park, Florida hereby resolves:

Section 1. The Participating Employer authorizes the Mayor to the execution of the Trust Joinder Agreement for Defined Contribution Plan (Exhibit 1) and the Trust Joinder Agreement for Deferred Compensation Plan (Exhibit 2) for the Participating Employer to become a party to the FMPTF Master Trust Agreement. The FMPTF Master Trust Agreement, as may be amended by the Master Trustees of the FMPTF Defined Contribution and Deferred Compensation Plans (“Master Trustees”), shall be attached to and made a part of the Trust Joinder Agreement (Exhibit 3).

Section 2. The Participating Employer adopts the FMPTF Defined Contribution Plan for its Employees. The 401 Plan, as may be amended by the Master Trustees, is attached hereto as Exhibit 3 and is made a part of this Resolution.

Section 3. The Participating Employer adopts the FMPTF Deferred Compensation Plan for its Employees. The 457 Plan, as may be amended by the Master Trustees, is attached hereto as Exhibit 4 and is made a part of this Resolution.

Section 4. The Participating Employer acknowledges that the Master Trustees are only responsible for the 401 Plan and 457 Plan and have no responsibility for other employee benefit plans maintained by the Participating Employer.

Section 5. The Participating Employer hereby adopts the terms of the 401 Plan Adoption Agreement, which is attached hereto as Exhibit 4 and hereby adopts the terms of the 457 Plan Adoption Agreement, which is attached hereto as Exhibit 5 and is made a part of this Resolution. The Adoption Agreements set forth the Employees to be covered by the Plans, the benefits to be provided by the Participating Employer under the Plans, and any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plans. The Participating Employer reserves the right to amend its elections under the Adoption Agreements, so long as the amendment is not inconsistent with the Plans, the FMPTF Master Trust Agreement or the Internal Revenue Code or other applicable law and is approved by the Master Trustees of the Plan.

Section 6.

(a) The Participating Employer shall abide by the terms of the Plans and the FMPTF Master Trust Agreement, including amendments to the Plans and the FMPTF Master Trust Agreement made by the Master Trustees, all investment, administrative, and other service agreements of the Plans and the FMPTF Master Trust Agreement, and all applicable provisions of the Internal Revenue Code or other applicable law.

(b) The Participating Employer accepts the administrative services to be provided by Florida League of Cities, Inc. and any services provided by a service manager as delegated by the Master Trustees. The Participating Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participating Employees' accounts.

Section 7.

(a) The Participating Employer may terminate its participation in the Plan, if it takes the following actions:

- (i) A resolution must be adopted terminating its participation in the Plan.
- (ii) The resolution must specify when the participation will end.

The Master Trustees shall determine whether the resolution complies with the Plans, the FMPTF Master Trust Agreement, and all applicable federal and state laws, shall determine an

appropriate effective date, and shall provide appropriate forms to terminate ongoing participation. However, distributions under the Plans of existing accounts to Participating Employees will be made in accordance with the Plans.

(b) The Participating Employer acknowledges that the Plans and the FMPTF Master Trust Agreement contain provisions for involuntary Plan termination.

Section 8. The Participating Employer acknowledges that all assets held in connection with the Plans, including all contributions to the Plans, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights shall be held in trust for the exclusive benefit of Participating Employees and their Beneficiaries under the Plans. No part of the assets and income of the Plans shall be used for, or diverted to, purposes other than for the exclusive benefit of Participating Employees and their Beneficiaries and for defraying reasonable expenses of the Plans. All amounts of compensation deferred pursuant to the Plans, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plans, shall be transferred to the Master Trustees to be held, managed, invested and distributed as part of the Master Trust Fund in accordance with the provisions of the Plans and the FMPTF Master Trust Agreement. All contributions to the Plans must be transferred by the Participating Employer to the Master Trust Fund. All benefits under the Plans shall be distributed solely from the Master Trust Fund pursuant to the Plan.

Section 9. This Resolution, the Trust Joinder Agreements and the Adoption Agreements shall be submitted to the Master Trustees for their approval. The Master Trustees shall determine whether the Resolution complies with the Plans and the FMPTF Master Trust Agreement, and, if it does, shall provide appropriate forms to the Participating Employer to implement participation in the Plans. The Master Trustees may refuse to approve an Adoption Agreement by an Employer that does not have proper authority to participate in the Plans. The Town Council hereby acknowledges that it is responsible to assure that this Resolution, the Trust Joinder Agreements and the Adoption Agreements are adopted and executed in accordance with the requirements of applicable law.

Section 10. This Resolution shall remain in full force and effect until supplemented, amended, repealed or otherwise altered.

Section 11. This Resolution hereby repeals all resolutions in conflict herewith.

Section 12. This Resolution shall become effective immediately upon its adoption.

Adopted by the Town Council of the Town of Pomona Park, Florida on this 12th day of November 2019.

By: Town Council of the Town of Pomona Park Florida

Signature

Town Council

Attest:

Joseph Svingala, Mayor
Name and Title

Town Clerk

October 2019

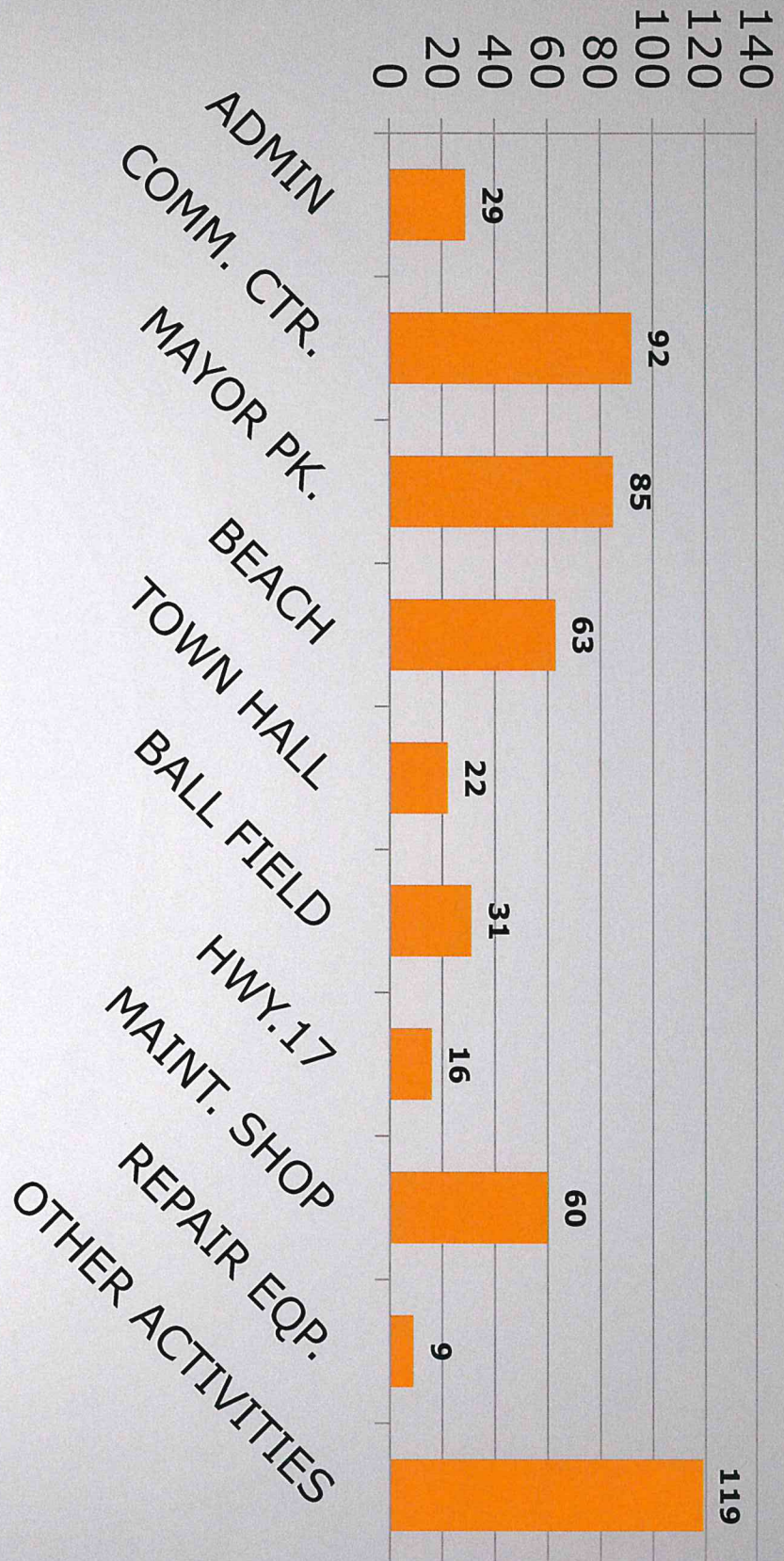


Chart is total hours spent by Maintenance Staff by Location

36

11:02 AM
 11/07/19
 Accrual Basis

Town of Pomona Park
Trial Balance
 As of October 31, 2019

	Oct 31, 19	
	Debit	Credit
001.101 · General Fund Checking	18,937.59	
001.102 · General Fund MM	213,869.38	
100.101 · Better Place Checking	292,882.88	
102.101 · 1 to 5 Cent MM	44,636.66	
103.101 · Community Development Grant	0.00	
104.101 · Beautification Committee	9,060.73	
106.101 · Town of Pomona Park FRDAP	0.00	
107.101 · Historical Grant S1636	0.00	
Opening Balance		171,867.86
101.103 · Senior Program Bingo Petty Cash	0.00	
101.104 · Senior Program Petty Cash	0.00	
102.102 · Register, petty cash	50.00	
166.900 · Equipment & Furniture	4,438.91	
211.00 · Direct Deposit Liabilities	545.23	
240.00 · Payroll Liabilities		161,209.78
001.247 · Opening Balance Equity		86,090.33
320.00 · Unrestricted Net Assets		166,910.19
312.41 · First Local Option Fuel Tax Inc		2,521.54
312.42 · 1 to 5 cents Local Option Fuel		1,657.21
312.60 · Better Place - 1 cent Sales tax		5,160.64
314.10 · Utility Service Tax - Electrici		7,460.00
314.30 · Utility Service Tax - Water		412.98
314.40 · Utility Service Tax - Gas		107.48
314.80 · Utility Service Tax - Propane		35.75
315.00 · Communications Services Tax		1,127.27
322.00 · Building Permits Income		20.00
323.40 · Franchise Tax - Gas		96.14
335.12 · State Revenue Sharing Income		2,614.53
335.14 · Mobile Home Licenses		9.74
335.15 · State Revenue Sharing - Alcohol		559.36
335.18 · State Revenue Sharing - 1/2 cen		3,233.73
366.00 · Donations		1,208.00
511.111 · Legislative Salaries	1,400.00	
511.411 · Legislative Comm Svcs GF	34.92	
511.431 · Legis Utilities, elect & w GF	106.44	
511.511 · Legis Office Supplies GF	79.99	
511.541 · Legis books subs mbrshp GF	495.00	
513.121 · F&A Wages	6,754.88	
513.141 · F&A overtime	227.81	
513.171 · F&A sick leave	518.00	
513.231 · F&A Life & Health Insurance	82.86	
513.341 · F&A other contractual svcs GF	429.78	
513.401 · F&A Travel Expense GF	183.86	
513.411 · F&A Communications GF	34.92	
513.431 · F&A Utilities Elect & Water GF	106.42	
513.451 · F&A Insurance GF	250.00	
513.471 · F&A Printing	447.08	
514.311 · Legal Counsel Pro Svcs GF	1,000.00	
521.341 · Law Enforcement Contr Svcs GF	180.00	
522.431 · Fire Control Electric GF	19.13	
529.431 · Code Enforcement Utilities	3.95	
541.121 · R&S Wages	5,648.00	
541.141 · R&S overtime	42.00	
541.161 · R&S vacation pay	96.00	
541.171 · R&S sick leave	112.00	
541.231 · R&S Life & Health Insurance	82.86	
541.431 · R&S Utilities GF	1,616.08	
571.411 · Library Internet	34.92	
572.121 · Parks & Recreation Wages	4,499.25	
572.141 · Parks Overtime	67.50	
572.231 · Parks, Life & Health Insurance	41.43	
572.311 · Parks Professional Svcs GF	170.00	
572.341 · Parks other contractual Svcs GF	208.68	
572.401 · Parks Travel Expense GF	79.34	

Town of Pomona Park

Register: 001.101 · General Fund Checking

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/02/2019	9704	City of Crescent City	572.341 · Parks other c...	Service charge ...	30.00			25,636.77
10/02/2019	9705	Aqua Pure Water & ...	572.311 · Parks Profes...	water sample te...	70.00			25,566.77
10/02/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,339.26			23,227.51
10/03/2019	9706	Carl L Robinson	-split-		476.69			22,750.82
10/03/2019	9707	Jerry Gentry	521.341 · Law Enforce...	September 27th...	60.00			22,690.82
10/03/2019	DD1634	Bruce wolfred	-split-	Direct Deposit		X		22,690.82
10/03/2019	DD1635	Alphonso (Al) Willi...	-split-	Direct Deposit		X		22,690.82
10/03/2019	DD1636	Donna J Fontana {To...	-split-	Direct Deposit		X		22,690.82
10/03/2019	DD1637	Jeffrey G Bernard	-split-	Direct Deposit		X		22,690.82
10/03/2019	DD1638	Kelly Krupski	-split-	Direct Deposit		X		22,690.82
10/07/2019		QuickBooks Payroll ...	-split-	Created by Pay...	466.07			22,224.75
10/08/2019	E-pay	Capital City Bank pa...	-split-	59-1502925 Q...	3,532.52			18,692.23
10/08/2019	9709	Joseph C Svingala	-split-		369.40			18,322.83
10/08/2019	9710	Craig Z. Sherar P.A.	514.311 · Legal Couns...	October 2019	1,000.00			17,322.83
10/08/2019	9711	Florida Municipal In...	513.451 · F&A Insura...	AD&D coverage	250.00			17,072.83
10/08/2019	DD1639	CarrieAnn M Evans	-split-	Direct Deposit		X		17,072.83
10/08/2019	DD1640	James W Griffin	-split-	Direct Deposit		X		17,072.83
10/08/2019	DD1641	Victor J Szatkowski	-split-	Direct Deposit		X		17,072.83
10/08/2019	To Print	Patricia L Mead	-split-			X		17,072.83
10/08/2019	To Print	Robert Warren	-split-			X		17,072.83
10/09/2019	9712	ADT	572.341 · Parks other c...	October	178.68			16,894.15
10/09/2019	9713	Waste Pro	-split-	invoice # 197104	27.68			16,866.47
10/09/2019	9714	AT&T	-split-	October	139.68			16,726.79
10/09/2019	9716	Jim Myers Small Eng...	572.461 · Parks Repair...	invoice 5879	148.66			16,578.13
10/09/2019	9717	Shelton Williams	521.341 · Law Enforce...	Police	120.00			16,458.13
10/09/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,241.44			14,216.69
10/10/2019	9708	Carl L Robinson	-split-		502.24			13,714.45
10/10/2019	DD1642	Alphonso (Al) Willi...	-split-	Direct Deposit		X		13,714.45
10/10/2019	DD1643	Bruce wolfred	-split-	Direct Deposit		X		13,714.45
10/10/2019	DD1644	Donna J Fontana {To...	-split-	Direct Deposit		X		13,714.45
10/10/2019	DD1645	Kelly Krupski	-split-	Direct Deposit		X		13,714.45
10/15/2019	9719	Putnam County Healt...	572.311 · Parks Profes...	water re testing...	30.00			13,684.45
10/16/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,459.51			11,224.94
10/17/2019	9718	Carl L Robinson	-split-		508.63			10,716.31
10/17/2019	DD1646	Alphonso (Al) Willi...	-split-	Direct Deposit		X		10,716.31
10/17/2019	DD1647	Bruce wolfred	-split-	Direct Deposit		X		10,716.31
10/17/2019	DD1648	Donna J Fontana {To...	-split-	Direct Deposit		X		10,716.31
10/17/2019	DD1649	Kelly Krupski	-split-	Direct Deposit		X		10,716.31
10/18/2019	9720	Aqua Pure Water & ...	572.311 · Parks Profes...	water resample...	70.00			10,646.31
10/21/2019	DEP	Income	315.00 · Communicati...	Deposit			1,127.27	11,773.58

Town of Pomona Park

11/7/2019 11:06 AM

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Register: 001.101 · General Fund Checking

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/22/2019	DEP	Income	335.12 · State Revenue...	Deposit		2,614.53	14,388.11
10/23/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,399.77		11,988.34
10/24/2019	DEP	Income	312.42 · 1 to 5 cents L...	Deposit		1,657.21	13,645.55
10/24/2019	9721	Carl L Robinson	-split-		508.63		13,136.92
10/24/2019	9722	Kelly Krupski	513.341 · F&A other c...	Mileage reimb...	429.78		12,707.14
10/24/2019	DD1650	Alphonso (Al) Willi...	-split-	Direct Deposit		X	12,707.14
10/24/2019	DD1651	Bruce wolfred	-split-	Direct Deposit		X	12,707.14
10/24/2019	DD1652	Donna J Fontana {To...	-split-	Direct Deposit		X	12,707.14
10/24/2019	DD1653	Kelly Krupski	-split-	Direct Deposit		X	12,707.14
10/25/2019	9723	Cit	513.471 · F&A Printing		447.08		12,260.06
10/25/2019	9724	Principal Life Insura...	-split-	October	207.15		12,052.91
10/25/2019	9725	Donna J Fontana {To...	513.401 · F&A Travel ...	Mileage reimb...	183.86		11,869.05
10/25/2019		QuickBooks Payroll ...	-split-	Created by Pay...	316.73		11,552.32
10/28/2019	DEP	Income	335.18 · State Revenue...	Deposit		3,233.73	14,786.05
10/28/2019	DEP	Income	335.14 · Mobile Home ...	Deposit		9.74	14,795.79
10/28/2019	DEP	Income	335.15 · State Revenue...	Deposit		559.36	15,355.15
10/28/2019	9726	FGUA	-split-	October	23.25		15,331.90
10/28/2019	9727	FPL	-split-	October	2,305.59		13,026.31
10/28/2019	9728	King's Office Supply	511.511 · Legis Office ...	Business cards ...	79.99		12,946.32
10/28/2019	DD1654	Alphonso (Al) Willi...	-split-	Direct Deposit		X	12,946.32
10/28/2019	DD1655	Bruce wolfred	-split-	Direct Deposit		X	12,946.32
10/28/2019	DD1656	Donna J Fontana {To...	-split-	Direct Deposit		X	12,946.32
10/29/2019	9730	Bruce wolfred	572.401 · Parks Travel ...	travel to Ocala ...	79.34		12,866.98
10/29/2019	9731	Florida League of Cit...	511.541 · Legis books ...		495.00		12,371.98
10/30/2019	DEP	Income	312.41 · First Local Op...	Deposit		2,521.54	14,893.52
10/30/2019	DEP	Income	312.60 · Better Place - ...	Deposit		5,160.64	20,054.16
10/30/2019	DEP	Income	314.10 · Utility Service...	Deposit		4,024.52	24,078.68
10/30/2019	DEP	Income	314.10 · Utility Service...	Deposit		3,435.48	27,514.16
10/30/2019	DEP	Income	366.00 · Donations	Senior program...		600.00	28,114.16
10/30/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,505.50		25,608.66
10/30/2019			102.101 · 1 to 5 Cent ...	Funds Transfer	1,657.21		23,951.45
10/30/2019			100.101 · Better Place ...	Funds Transfer	5,160.64		18,790.81
10/31/2019	DEP	Income	322.00 · Building Per...	Southern coast ...		20.00	18,810.81
10/31/2019	DEP	Income	314.30 · Utility Service...	Deposit		412.98	19,223.79
10/31/2019	DEP	Income	323.40 · Franchise Tax...	city of crescent ...		96.14	19,319.93
10/31/2019	DEP	Income	314.40 · Utility Service...	city of crescent ...		107.48	19,427.41
10/31/2019	DEP	Income	314.80 · Utility Service...	circle k		12.50	19,439.91
10/31/2019	DEP	Income	314.80 · Utility Service...	sams gas		23.25	19,463.16
10/31/2019	9729	Carl L Robinson	-split-		525.57		18,937.59
10/31/2019	DD1657	Kelly Krupski	-split-	Direct Deposit		X	18,937.59

Town of Pomona Park

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11/7/2019 11:06 AM

Register: 001.101 · General Fund Checking

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment C</u>	<u>Deposit</u>	<u>Balance</u>
10/31/2019	DD1658	Alphonso (Al) Willi...	-split-	Direct Deposit	X		18,937.59
10/31/2019	DD1659	Bruce wolfred	-split-	Direct Deposit	X		18,937.59
10/31/2019	DD1660	Donna J Fontana {To...	-split-	Direct Deposit	X		18,937.59

Town of Pomona Park Community Center Use Agreement For Non-Profit Organizations

Name and address of Organization	Pomona Park Sr. Program Inc P.O. Box 305 Pomona Park, Fl. 32181
Date of Use	Monday mornings
Approximate times of use	9 AM - Noon
Description of function or activity	Acrylic Painting

- Non-Profit Organizations must provide proof of non-profit status.
- Non-Profit Organizations must pay \$25 for use of heat or air conditioning. *-waived for seniors*
- If the heat or air is not turned off before locking up, the deposit will be forfeited.
- The kitchen may be used for refrigeration or warming but not cooking.
- Alcoholic Beverages are not permitted on premises. (Town Ordinance 92-20)
- Smoking is not allowed inside the building per Florida Statute 386.201.
- Do not attach anything to fans.
- Do not attach anything to walls using tape, glue, tacks, nails, etc.
- Garbage bags must be tied shut and taken to one of the outdoor parks garbage cans.
- Please review the checklist beside the front door for a final check of the premises prior to locking up. If there are any problems, please call the Maintenance Supervisor at 559-0071. Please do not call him after hours for non-emergencies.
- Non-Profit Organizations must provide a \$100 deposit which shall be refunded upon return of key and inspection to verify that the premises are clean, undamaged and the heat or air is turned off.

Name and address of individual representing non-profit	Joyce A. Swingala PO Box 305 Pomona Park, Fl. 32181
Driver's License number	9152-421-47-586-0
Best phone number	Home (386) 649-9293
Other phone number	Cell (386) 213-0836

I take responsibility to comply with the rules as stated above.

Joyce A. Swingala
Signature

1-27-15
Date

**Town of Pomona Park
Community Center Use Agreement
For Non-Profit Organizations**

Name and address of Organization	Pomona Park Sr. Program Inc. PO Box 305 Pomona Park, Fl. 32181
Date of Use	Monday Afternoons
Approximate times of use	10:00 - 3:00 PM
Description of function or activity	Quilting

- Non-Profit Organizations must provide proof of non-profit status.
- Non-Profit Organizations must pay \$25 for use of heat or air conditioning. -waived for seniors
- If the heat or air is not turned off before locking up, the deposit will be forfeited.
- The kitchen may be used for refrigeration or warming but not cooking.
- Alcoholic Beverages are not permitted on premises. (Town Ordinance 92-20)
- Smoking is not allowed inside the building per Florida Statute 386.201.
- Do not attach anything to fans.
- Do not attach anything to walls using tape, glue, tacks, nails, etc.
- Garbage bags must be tied shut and taken to one of the outdoor parks garbage cans.
- Please review the checklist beside the front door for a final check of the premises prior to locking up. If there are any problems, please call the Maintenance Supervisor at 559-0071. Please do not call him after hours for non-emergencies.
- Non-Profit Organizations must provide a \$100 deposit which shall be refunded upon return of key and inspection to verify that the premises are clean, undamaged and the heat or air is turned off.

Name and address of individual representing non-profit	Joyce A. Svingala P.O. Box 305 Pomona Park, Fl. 32181
Driver's License number	S152-421-47-586-0
Best phone number	home (386) 649-9293
Other phone number	cell (386) 213-0836

I take responsibility to comply with the rules as stated above.

Joyce A. Svingala
Signature

1-27-15
Date

Town of Pomona Park Community Center Use Agreement For Non-Profit Organizations

Name and address of Organization	Pomona Parks Sr. Program Inc. PO Box 305 Pomona Park, Fl. 32181
Date of Use	Wednesday Afternoons
Approximate times of use	Noon - 3 PM
Description of function or activity	Hand-made Card Making

- Non-Profit Organizations must provide proof of non-profit status.
- Non-Profit Organizations must pay \$25 for use of heat or air conditioning. *-waived for seniors*
- If the heat or air is not turned off before locking up, the deposit will be forfeited.
- The kitchen may be used for refrigeration or warming but not cooking.
- Alcoholic Beverages are not permitted on premises. (Town Ordinance 92-20)
- Smoking is not allowed inside the building per Florida Statute 386.201.
- Do not attach anything to fans.
- Do not attach anything to walls using tape, glue, tacks, nails, etc.
- Garbage bags must be tied shut and taken to one of the outdoor parks garbage cans.
- Please review the checklist beside the front door for a final check of the premises prior to locking up. If there are any problems, please call the Maintenance Supervisor at 559-0071. Please do not call him after hours for non-emergencies.
- Non-Profit Organizations must provide a \$100 deposit which shall be refunded upon return of key and inspection to verify that the premises are clean, undamaged and the heat or air is turned off.

Name and address of individual representing non-profit	Joyce A. Syngala PO Box 305 Pomona Park Fl. 32181
Driver's License number	5152-421-47-586-D
Best phone number <i>home</i>	(386) 649-9293
Other phone number <i>cell</i>	(386) 213-0836

I take responsibility to comply with the rules as stated above.

Joyce A. Syngala
Signature

1-27-15
Date

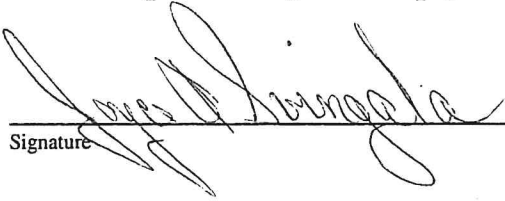
**Town of Pomona Park
Community Center Use Agreement
For Non-Profit Organizations**

Name and address of Organization	Pomona Park Sr. Program Inc. PO Box 305 Pomona Park, Fl. 32181
Date of Use	fridays
Approximate times of use	9 AM - 3 P.M.
Description of function or activity	Senior Friday Activity Day

- Non-Profit Organizations must provide proof of non-profit status.
- Non-Profit Organizations must pay \$25 for use of heat or air conditioning. *-waived for seniors*
- If the heat or air is not turned off before locking up, the deposit will be forfeited.
- The kitchen may be used for refrigeration or warming but not cooking.
- Alcoholic Beverages are not permitted on premises. (Town Ordinance 92-20)
- Smoking is not allowed inside the building per Florida Statute 386.201.
- Do not attach anything to fans.
- Do not attach anything to walls using tape, glue, tacks, nails, etc.
- Garbage bags must be tied shut and taken to one of the outdoor parks garbage cans.
- Please review the checklist beside the front door for a final check of the premises prior to locking up. If there are any problems, please call the Maintenance Supervisor at 559-0071. Please do not call him after hours for non-emergencies.
- Non-Profit Organizations must provide a \$100 deposit which shall be refunded upon return of key and inspection to verify that the premises are clean, undamaged and the heat or air is turned off.

Name and address of individual representing non-profit	Joyce A. Svingala PO Box 305 Pomona Pk. Fl 32181
Driver's License number	5152-421-47-586-0
Best phone number	(386) 649-9293
Other phone number	(386) 213-0836

I take responsibility to comply with the rules as stated above.



Signature

1-27-15

Date

Not approved

RESOLUTION 2014-12

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Page 1 of 2

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, ESTABLISHING THE RELATIONSHIP BETWEEN THE TOWN OF POMONA PARK AND A CORPORATION NAMED POMONA PARK SENIOR PROJECT, LLC, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, based on feedback from Town residents in 2013, Mrs. Joyce Svingala and Mrs. Yvonne Munn offered to start some senior activities for local residents in the Town of Pomona Park, and;

WHEREAS, The Town Council agreed to reimburse their expenses for this program, up to \$250.00, and;

WHEREAS, the activities have grown to 3 days per week and have been very well attended and enjoyed by the participants, and;

WHEREAS, the senior activities program has been supported by donations from the participants and the organizers have decided to incorporate to be independent from the Town, financially and administratively.

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, the relationship between the Town and Pomona Park Senior Project, LLC shall be as follows:

1. The corporation known as Pomona Park Senior Project, LLC, is separate and independent from the Town.
2. Pomona Park Senior Project, LLC's participants are not employees of the Town.
3. Pomona Park Senior Project, LLC's participants are not volunteers of the Town.
4. Pomona Park Senior Project, LLC will make available to the Town a copy of their articles of incorporation.
5. Pomona Park Senior Project, LLC may not use the name "Town of" in marketing statements or printed materials with the exception to reference to the "Town of Pomona Park Community Center".
6. Pomona Park Senior Project, LLC's use of the Community Center may be preempted by the Town Council for Town events and/or rental customers. The Town Council will give a minimum of 14 days' notice if possible.
7. Pomona Park Senior Project, LLC may use the Community Center for Senior Activities without charge for rent, deposit or utility. When days or times of use change from the current use pattern of Monday 9-4, Wednesday 12-3, and Fridays 9-3:30, except the Friday before the First Saturday Market, 9-2, Pomona Park Senior Project, LLC must contact the Town Office for notation on the Community Center Calendar and website. If there are changes that result in conflicts, the first reserved, first served rule will apply.
8. The Town Clerk will attempt to keep senior activities up to date on the Town website calendar if and when provided by Pomona Park Senior Project, LLC.
9. Pomona Park Senior Project, LLC is responsible for publicizing their programs.

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, ESTABLISHING THE RELATIONSHIP BETWEEN THE TOWN OF POMONA PARK AND A CORPORATION NAMED POMONA PARK SENIOR PROJECT, INC., REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, based on feedback from Town residents in 2013, Mrs. Joyce Svingala and Mrs. Yvonne Munn offered to start some senior activities for local residents in the Town of Pomona Park, and;

WHEREAS, the activities have grown to 3 days per week and have been very well attended and enjoyed by the participants, and;

WHEREAS, the senior activities program has been supported by donations from the participants and the organizers have decided to incorporate to be independent from the Town, financially and administratively.

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, the relationship between the Town and Pomona Park Senior Project, Inc. shall be as follows:

1. The corporation known as Pomona Park Senior Project, Inc., is separate and independent from the Town.
2. Pomona Park Senior Project, Inc.'s directors and participants are not employees, volunteers or otherwise affiliates of the Town.
3. Pomona Park Senior Project, Inc. will make available to the Town a copy of their articles of incorporation.
4. Pomona Park Senior Project, Inc. may not use the name "Town of" in marketing statements or printed materials with the exception to reference to the "Town of Pomona Park Community Center". Also, they will not indicate they are a function of the Town government.
5. Pomona Park Senior Project, Inc. may use the Community Center for Senior Activities without charge for rent, deposit or utility. When days or times of use change from the current use pattern of Monday 8:45 – 3:30, Wednesday 10:30 - 3, and Fridays 8:45 – 3:00, except the Friday before the First Saturday Market, 9:00-2:00, Pomona Park Senior Project, Inc. must contact the Town Office for notation on the Community Center Calendar and website. If there are changes that result in conflicts, the first reserved, first served rule will apply.
6. Pomona Park Senior Project, Inc.'s use of the Community Center may be preempted by the Town Council for Town Events or paying rental customers. The Clerk's Office will give notice as soon as reasonably possible with a minimum of 14 days' notice for paying rentals.
7. The Town Clerk will attempt to keep senior activities up to date on the Town website calendar if and when provided by Pomona Park Senior Project, Inc.
8. Pomona Park Senior Project, Inc. is responsible for publicizing their programs.
9. In consideration for the use of the Community Center located at 200 East Main Street, Pomona Park, Florida, Pomona Park Senior Project, Inc. agrees to indemnify and hold harmless the Town of Pomona Park from and against all liability or loss that the Town of Pomona Park may sustain as a result of claims, demands, costs or judgments arising from use of the Community Center.
10. Pomona Park Senior Project, Inc. (shall)(delete) carry liability insurance and provide the Town with a certificate of insurance (showing the Town as an additional insured)(delete) with a minimum coverage limit of \$1,000,000.
11. The Town shall provide copies free of charge to the directors and instructors of the senior programs.
12. The 3 central heat and air thermostats must be turned off, with the central fan controls set to auto before locking the building.
13. The kitchen may be used for refrigeration or warming but not cooking.
14. Alcoholic Beverages are not permitted on premises. (Town Ordinance 92-20)

RESOLUTION 2014-25

- 15. Smoking is not allowed inside the building per Florida Statute 386.201.
- 16. Pomona Park Senior Project Inc. may not attach anything to fans or walls.
- 17. Garbage bags must be tied shut and removed to an outdoor Town garbage can.
- 18. Pomona Park Senior Project Inc. shall review the checklist beside the front door for a final check of the premises prior to locking up. If there are any problems, please contact the Maintenance Supervisor. Please do not contact the Maintenance Supervisor after hours for non-emergencies.
- 19. This agreement may be revoked by the Town Council or Senior Project Inc. (at any time)(with 60 days' notice), with or without cause.

Section 2. Severability

Each phrase, sentence, paragraph, section or other provision of this Ordinance is severable from all other such phrases, sentences, paragraphs, sections and provisions. Should any phrase, sentence, paragraph, section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Ordinance.

Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith, are hereby repealed.

Section 4. Effective Date

This Resolution shall take effect immediately upon final passage as provided by law.

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on September 9, 2014.

TOWN OF POMONA PARK

POMONA PARK SENIOR PROJECT INC.

By: _____
Mayor John C. Bergquist, Jr.

By: _____

Name & Title

Attest: _____
Cindy Hair, Town Clerk

By: _____

Name & Title

Upcoming Pomona Park Event and Meeting Announcements:	
Quickbooks Training Kelly	Monday, November 11-12, 2019
Neighborhood Watch Thanksgiving Meal	Thursday, November 14, 2019 - 5:30pm
Conversation with the Mayor	Saturday, November 16, 2019- 7-9am
Beautification clean Community Center and Decorate	Saturday, November 23, 2019- 9am
Seniors Thanksgiving Meal Setup	Wednesday, November 27, 2019
Seniors Thanksgiving Meal	Thursday, November 28, 2019 - 12pm
First Saturday Breakfast	Saturday, December 7, 2019 - 8-10am
Beautification Meeting	Monday, December 9, 2019- 10am
Town Council Meeting	Tuesday, December 10, 2019- 6pm
Quickbooks Training Donna	Monday, December 18-19, 2019