



**TOWN OF POMONA PARK  
TOWN COUNCIL & PUBLIC MEETING AGENDA JANUARY 14, 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 resident Beverly Phillips.**

**CORRESPONDENCE**

- Town Clerk

**ADOPT MINUTES OF PREVIOUS MEETINGS, IF ANY**

- Beautification Minutes Special Meeting 11/26/19, Meeting on 12/9/19.
- Town Council Minutes for 12/10/19, CATF 5/7/19.

**GUEST SPEAKERS**

- Kathy Baker, Jordan & Associates and Mike Tibble, Mittauer & Associates re: CDBG Grant

**PUBLIC HEARING ITEMS**

- Resolution 2020-1 Authorizing the Purchase of a Kubota L3901 DT Tractor
- Resolution 2020-2 Authorizing the Adoption of the Statewide Mutual Aid Agreement

**UNFINISHED BUSINESS INCLUDING COMMITTEE REPORTS**

- Councilwoman Linkswiler, Beautification Committee Liaison – Report
- Bruce Wolfred – Maintenance Report
- Clerk Assistant Krupski – Financial Review, Bills

**NEW BUSINESS**

- Councilwoman Linkswiler – Community Center (CC) Main Entrance Steps
- Clerk Fontana – Ad for CC rentals, Beautification Breakfast & Senior Activities
- Clerk Fontana – Sheriff coverage
- Clerk Fontana – Cell Phones & Radios
- Clerk Fontana – Town Hall Cameras

**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  
Correspondence List for January 14, 2020**

<b>1. Beautification minutes 11/26/19 &amp; 12/9/19-----</b>	<b>1-3</b>
<b>2. Town Council Meeting Minutes 12/10/19-----</b>	<b>4-15</b>
<b>3. CATF Meeting Minutes 5/7/19-----</b>	<b>16-19</b>
<b>4. Resolution 2020-1 Authorizing purchase of tractor-----</b>	<b>20-25</b>
<b>5. Resolution 2020-2 Authorizing Adoption of Mutual Aid Agr.-----</b>	<b>26</b>
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# **TOWN OF POMONA PARK SPECIAL BEAUTIFICATION COMMITTEE MEETING**

**November 26<sup>th</sup>, 2019 11:44 AM**

Prepared by DJF

Chairman Judy Szatkowski, Becky Filer, and Rick Filer were present.

## **NEW BUSINESS:**

Judy made a Motion that the committee is allowed to spend up to \$1500 on holiday decorations, including monthly table decorations, seconded by Becky Filer. Motion approved unanimously.

Judy made a motion at 11:44 to adjourn Becky 2<sup>nd</sup> the motion, motion passed .

# TOWN OF POMONA PARK BEAUTIFICATION COMMITTEE MEETING

**December 9th, 2019 10:02 AM**

Prepared by JKS

Meeting was called to order at 10:02 AM. Judy Szatkowski, Yvonne Munn, Rick & Becky Filer and Bud Eckels were present. We said the pledge and had a moment of silence for Pat Bergquist.

Welcome guest Pat Mead and Liaison Lynda Linkswiler

## **BREAKFAST RESULTS:**

Served 45 people made \$246.00

## **FINANCES:**

Approved for October & November, Kelly explained October financials. Motion made by Becky, 2<sup>nd</sup> by Yvonne, motion passed.

## **BILLS:**

None

## **MINUTES:**

Bud made a motion to approve the November minutes, 2<sup>nd</sup> by Yvonne, motion passed.

## **NEW BUSINESS**

Bud made Motion, 2<sup>nd</sup> by Becky to let Judy spend \$400.00 per month on breakfast etc. needs for the committee, motion passed. There was a Special meeting to spend \$1500.00 for holiday decorations on Nov 26.

Date for ad in paper for Christmas contest is the 18<sup>th</sup>. We will go out on the 20<sup>th</sup> to judge at 6:30PM. Yvonne made motion, 2<sup>nd</sup> by Bud for Valentines basket Gift Cert for \$50.00 to Waters Edge, approved to spend \$75.00 to be given away Feb 7<sup>th</sup>, motion passed.

Talked about badges, Donna will let us know. Judy's going to check out business cards for the committee.

Motion made by Bud, 2<sup>nd</sup> by Becky to purchase stones up to \$60.00 for Joyce and Pat, Lynda will check into the matter.

**UNFINISHED BUSINESS:**

Tabled new signage and founder's banner day until a later date.

Beautification Award will be given to 111 Miller St in Kirkwood Estates

Motion to adjourn by Bud at 10:40.

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

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, Lynda Linkswiler, 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. There was a moment of silence in remembrance of resident and former Council Member Patricia Bergquist and resident James (Big Jim) Melchior, Councilman Griffin added the sailors that were killed in Hawaii.

**Meeting Minutes:**

The Mayor requested approval of the Minutes from 11/12/2019. Councilman Griffin made a Motion for approval of 11/12/28 and it was seconded by Councilwoman Evans. Councilman Szatkowski brought up that the minutes have a Deputy Town Clerk and Assistant Town Clerk Kelly Krupski on page 3 and on page 6 it says Clerk Assistant and down to the bottom it says appoint the Deputy Clerk to authorize a purchase. He said, the Assistant Town Clerk is not a Deputy Clerk, she can't do the purchases, she can't run the Town while she's off. On December 2018, we had a job vacancy announcement for an Assistant to Town Clerk. On 12/12/18, Kelly Krupski applied for the job and was hired to start the first of the year as Treasurer and Assistant Clerk. Mayor asked, excuse me but is this yours or am I reading it from here (minutes)? Councilman Szatkowski said, no I'm reading it from mine. On page 6 it says, if I am absent then I can appoint the Deputy Clerk to authorize purchases. He said, which one do we have? A Clerk Assistant or a Deputy Clerk? Our Charter does not have an Assistant to the Town Clerk. In the Charter, 3.03 we have a Deputy Town Clerk and an Assistant cannot do the work of a Town Clerk. When the Town Clerk goes to school or on vacation a Clerk Assistant can't take over the Town Clerk's job. The Town Council needs to make a decision, which job her title is, assistant to the Town Clerk or Deputy Town Clerk. Mayor said, Vic would you have a problem if the Council has time to absorb this for the month till we get into it in January and not get into in the holiday month of December because I think this could get a little heated with some people. I would prefer not to go that way this month without people being prepared? Councilman Szatkowski said, it don't bother, me but it needs to be taken care of. Mayor said, I don't want to upset you either. We will hold this off till January. Clerk said, if you're talking about me, it doesn't upset me. Councilman Szatkowski said, no, we're not talking about you. Councilman Warren asked, Joe, so we can prepare for it what are the options? Mayor said, Vic is questioning do we have a Deputy Clerk as per the Charter or Assistant Clerk who cannot do the work of a Deputy Clerk. Mayor said, that's what you have to look at for the month. Councilwoman Mead said, I thought she was the Financial Clerk? Mayor said, she is but also the Clerk can appoint a Deputy Clerk according to the Charter. Attorney Sherar said, with the approval of the Council. Councilman Szatkowski said, the assistant can't run the Town. Mayor said, you're right. Councilman Szatkowski said, this was brought up in 8/30/2016 by Joe Svingala. I brought it up to him 2, 3 weeks ago, we talked about it and when Donna leaves, Kelly can't run the Town as an Assistant Clerk. Mayor said, that's true. Councilman Griffin asked, so we're just asking for an Assistant or a Deputy, that's all, so why don't we do it right now? Mayor said, well because

its going to get a little involved Jim because the Charter doesn't call for an assistant, the Charter calls for a Deputy. I'd like everybody just to investigate themselves so we can talk about it next month. Councilman Griffin said, ok, understood. Mayor said, thanks Vic, I appreciate what you're doing, I just prefer not to ruin my Christmas. Mayor asked if there were any other concerns about the minutes? Councilwoman Evans said, I do. It said in the minutes that Kelly was going to some class and she's not at this class. Mayor said, I will let the Clerk address that situation, that transpired between the last meeting and now. Clerk said, things change quickly. We have a whole bunch of things that are due in December and we just got two more assignments. One is from the Auditor and the other one is for the FDOE and all of those things have to be done by January 3<sup>rd</sup>. I did not cancel her class, we paid for it and so its still on the books. There is a class coming up in April that is in Deland and so I talked with Kelly and we decided to have her go in April. That way we can get these things all done that we have to get done in December. Councilwoman Evans asked, the same class? Clerk said, yes. It will actually save you some money because its closer and we won't need hotel. Councilman Warren said, the other one was in Tampa, where's this one? Clerk said, Deland. Mayor said, my only question with that, it doesn't need to be answered tonight but I'll question it anyway is that Kelly's not going to hers, but the Clerk is going to go to hers for 3 days and its before Christmas. Clerk said 2 days. Mayor said, I don't control what needs to be done in that office when these other organizations get in touch with Donna and Kelly, that's what they have to do, so I can't answer that its just that I'm uncomfortable with that. Clerk said, I explained it to you Mayor that I would cancel mine if I had to, but I was still going to try and make it because I've already cancelled that class once. Judy said, if Kelly is an Assistant and you're not going to address it until next month, she cannot do Donna's job because it does not say she's Deputy Clerk so how can she be gone and there'll be nobody that can do the Town. Unless you want to do that tonight and get it over with. I'm just saying, you just made that statement, that she can't do the work. Clerk said, well she did it for how many months until I was hired. Joyce said, well now that it was brought before the public. Clerk said, just to make it clear that I'm not the one that made her job title and I don't have a problem with it changing. Mayor said, does the Council have a problem with Kelly as Assistant Clerk filling in for Donna the Clerk, when she goes to a 2 day education seminar this month before our January meeting? Joyce asked, can't you take a vote as what is her title effective tonight? Mayor said, well I think its going to create a whole bunch of arguments that I really don't want to get into this month because I understand the Assistant and I understand not being an Assistant, that we don't have an Assistant. I'm the first one to say we don't have an Assistant. We have a Deputy and the Deputy is defined very well. Joyce said, I'm sure you have a majority that will agree with you so why not try and see if you could.. Attorney said, stop arguing with your wife Joe. Mayor said, go ahead Craig, I may need some help here. Clerk asked, did you guys want to vote on the minutes that you have on the table first? Attorney said, there is an official position called the Town Clerk. There is an official position called the Deputy Clerk. We don't have to have a Deputy Clerk. The Clerk could have a person working for her that would not be a Deputy. The procedures in the Charter say that the Clerk appoints..hold on.. Mayor said, a Deputy, it doesn't say Assistant, that's where the rub is. Attorney said, the Deputy Clerk is.. Joe I think what we're looking at is something very narrow here. Not as broad as what you're thinking. The Clerk may appoint the Deputy, subject to the approval of the Town Council. The reason for that is because the Deputy acts in the stead of the Clerk if the Clerk is not here. As opposed to, and I hate to say this but I thought she was the Deputy but maybe we did not go through that formality so until we actually do that formality of

the commission, well first it would have to be Donna would have to appoint Kelly. Which she may or may not want to do. Then if she did, it comes to the Council for approval and that's what gives the Deputy the ability to do what the Clerk can do. Councilwoman Mead asked, what was her title for the 3 months she worked before Donna started? Mayor said, Clerk, Treasurer, everything, she was everything. Councilwoman Mead said that was what she did that wasn't her title. Clerk said, she was hired as the Treasurer and Assistant Clerk, that's what the position description, the application and the ad was done for. That was before me, but that's what you all did. Attorney asked, what was the ad for? Clerk said, the ad was for Treasurer and Assistant Town Clerk. Attorney said, so it was for Treasurer and Assistant and you guys. Ok it isn't form over substance, there's a reason why you do this because a Deputy Clerk has the ability to do anything the Town Clerk can do in the absence of the Town Clerk and that's why the...plug your ears Kelly. Councilwoman Mead asked, why didn't you say this when we hired her? Mayor said, it didn't come up. Councilwoman Mead said, I'm not talking about coming up, I'm talking about if we were advertising. Attorney said, I thought we were hiring a Deputy. Vic is right, it was one of those things, I'm sorry. I thought when we were doing it, we were getting a Deputy Clerk but unless she actually had that approval as a Deputy, Vic is right. Donna could hire 4 or 5 people to go in there and work for her to run the Town and that wouldn't make them Deputies. The Deputy Clerk is a very specific person who has to get the empowerment by the Town Council to act as the Deputy which gives her the ability to act in the absence of the Clerk. Now I have to go back and look at the meeting minutes, we might have said assistant back when we hired Kelly but the way that the thing was done back then it may have been a fact that we were hiring her as the Deputy. I realize what Vic is saying about what it says in there, but I don't know if there was a transformation from what she was supposed to. If the resolution was: I move that we hire Kelly as the Deputy Clerk, then it doesn't make any difference what the ad said. Somebody said the magic word Deputy. If somebody said, we hire her as the assistant, then, again the magic word wasn't said. Councilwoman Evans asked, what was Brenda's title? Shirley said, I'm almost positive it was Assistant. Some citizens said no. Councilman Szatkowski said, the change came about, Treasurer/Assistant Clerk came about when Brenda Masciulli was about to retire and Cindy Hair wanted to be demoted to the Town Clerk. She stepped down when Joan O'Connor became the Clerk. When Cindy wanted to step down, the title changed, I have no idea who changed it, but it was changed. I thought it was Joan O'Connor that changed it because she wanted to get rid of Nancy but I'm not sure. Councilwoman Mead asked, can't we just make a Motion to appoint her, change her title to Deputy Clerk? Attorney Sherar said, to do it properly Donna would have to say, I want to appoint Kelly as the Deputy Clerk and then there would be a Motion by somebody on the Council with a second and then a vote. Mayor said, wait, Donna can't make a Motion. Councilwoman Mead said, she's not making a Motion, she's making an appointment. Attorney Sherar said, Donna would say, I want to appoint Kelly as the Deputy Clerk and then somebody has to make a Motion. Shirley asked, are we sure Donna wants to say that? Clerk said, first what Donna wants to say is would you like to vote on the Motion that is before you which is the minutes, the approval of the minutes? Attorney said, well she is actually, procedurally right about that. Councilwoman Mead said, well we can't if Vic has a problem with them. Clerk said, if there's something that needs to be changed about the minutes then Vic needs to identify where he wants that change but that's the Motion on the floor right now. Councilman Szatkowski said, just to get the Assistant Clerk changed, that's all I'm interested in. Clerk said, so you're just interested in getting the title changed, so, would you like to vote on the minutes? Attorney said, well yes, what it is, is



technically Vic is out of order because he's bringing up the substantive issue when the issue before you is the minutes. How she was termed in the minutes is only voted on as to whether or not the words spoken were accurate. After the Motion is passed on the minutes then Vic could bring up the issue that he just brought up. That would be the appropriate place to bring it. It would probably be more appropriate under new business than it would be under minutes. Clerk said, so officially then if I have Deputy Clerk in the minutes, I should change that because as of that meeting her title was not Deputy Clerk. Attorney said, no the minutes reflect the words that were spoken, so if people were saying Deputy Clerk and that's the words they said, the minutes would be accurate. They would be accurate as to words that were spoken not as to whether or not she'd officially been appointed as Deputy Clerk. Mayor said, so the minutes reflect what was said that night, whether what was said was proper or improper, doesn't matter, it's the minutes need to reflect what people said. Attorney said, yes. Vic said, the only one that said that was the Clerk as we were talking about Bruce getting the money to spend else besides the Town Clerk and that she said that she could appoint the Deputy Clerk to authorize purchases and that was all that was said. The accuracy of Kelly's position would be more properly brought up under new business. Mayor asked if anyone else had concerns about the minutes. None, vote was unanimous to approve the minutes.

#### **Guest Speakers:**

Nicole Grace Executive Director of Keep Putnam Beautiful spoke about a litter audit back in July that she did. She thinks our area is lovely and especially the lake. I am trying to address the larger issues in Putnam County which is litter cleanup. We want to expand the wildflowers, when you come into Pomona it is beautiful. If that is something that you are interested in or initiating a cleanup. We have the Great American cleanup coming up in March but if you have an individual one, I have no problem driving down. Our cleanups are organically generated, started in your area. I can help support the cleanup of a park or a road. I am available for presentations also. Councilman Griffin asked if they provide dumpsters? Nicole said, we actually provide bags and WastePro comes and picks up the bags. I don't drop off dumpsters. It's a high cost for dumpsters. Tires are a challenge. A lot of grants specify no tires. Councilwoman Mead asked, what about building materials? Nicole said, there is a fee for that, it's different, you can't just drop it off. She left information and wildflower seeds. Mayor asked, about expanding the wildflowers that we have. Nicole said, Welaka is interested in expanding it down 309 along the sides of the roads. FDOT does have some grants. Mayor said, you probably noticed our Town is pretty clean, our 3 man Maintenance work force, they stop and put it in the back of their vehicle. Every day, 5 days a week, 8 hours a day and that's why it looks so good. Councilwoman Mead said, we also have people that walk and pick it up.

#### **Public Hearing items:**

None.

#### **Unfinished Business:**

Councilwoman Linkswiler gave an update for Beautification Special meeting from 11/26/19 to reassign the money that was refunded to us. It came back from the Christmas decorations for the poles that was cancelled. Motion was passed to spend the \$1500 on holiday decorations. FPL \$500 is not arriving until late in the month. There was a moment of silence in honor of Pat Bergquist that we lost. She was a valued member of our Beautification Committee and we will

miss her. Breakfast for 12/7 was served 45, took in \$246. It was a low month but its not just about the money but also the community spirit. Talked about getting a bigger sign for the library and a banner for Founders Day. We approved up to \$400 monthly spending for groceries and other things for the kitchen because Judy, the chairperson cannot go out and buy things we need without a Motion. We set a date for the Christmas light contest for December 20 at 6:30pm. 1<sup>st</sup> prize is \$100, 2<sup>nd</sup> is \$75 and 3<sup>rd</sup> is \$25. We are doing a raffle basket for Valentine's Day. There will be a \$50 gift card from Water's Edge and \$25 on other items for a total of \$75. It will be given away on February 7<sup>th</sup>. We talked about name badges for the members and Donna wants to use the Ptouch that the office has so that when we change them out it will be more economical. We approved to buy 1 box of business cards for \$30 and they will be to hand out to invite people to our breakfast, meetings, volunteers. We approved a Motion to buy a stone for Pat Bergquist to place out front.

Councilwoman Mead held the December Tree Board meeting. Finalizing plans for the 2020 Arbor Day. We are finishing up 29 years as a Tree City USA. This means in January we begin 30 years of our beginning to formally honor our great fortune of having so many wonderful trees in our community. This is a pretty important milestone in starting our 30<sup>th</sup> year and we need to make it special and have everybody attend. We traditionally celebrate it on the second Friday which is January 10 at 4:00pm. We chose this day because the 3<sup>rd</sup> Friday is Florida Arbor Day and we would have the first access to the forester. Palatka, Interlachen and Crescent City celebrate Arbor Day on January 17<sup>th</sup>. We would like to plant a large Live Oak tree at Mayor's Park. Similar to the tree John Bergquist planted in 2018. John had bought and paid for this tree before he died. This new tree will become the home of the memorial stone honoring the late Tom Skidmore. The tree planted for Tom at the Community Center at one of the first Arbor Day Celebrations, but the tree died and was removed. Sunday, I talked to Tom Jr., who still has a residence in Pomona Park and is in Town about once a week. I invited him and his family and mother Carolyn and extended an invitation to Arbor Day and the replanting of this tree. Carolyn was a member of the Town Council her and she is living mostly in Daytona near her daughter. I would like the Town to purchase a 30 gallon tree from Perez Nursery in Seville. It is 10' tall, 2.5" trunk measure and costs \$90. This is the same size tree as the one John planted. The maintenance department could pick up the tree and plant it in Mayor's Park before January 10<sup>th</sup> and to replace the Skidmore marker there. They will set up the space as they normally do with the podium and a few chairs for those who can't stand. The forester will be there to hand out free trees. I would for all of you to be there and to invite your friends to make this a great 30<sup>th</sup> celebration. Councilman Griffin made Motion to buy the tree for \$90, second by Councilman Szatkowski. Unanimous to approve the Motion.

Bruce Wolfred gave a maintenance update and thanked Jeff and the team for doing all the Christmas lights and saved me from it. The guys have been removing and disposing of all the debris that we accumulated over the summer and as of Thursday it is complete. We began the ballfield rehab. As of today, we have tilled 2 fields, grass removed and only have the peewee field to go. We are checking the irrigation, several heads leaking and we are replacing as we go. Jeff put together a new program for all the fields where we can point water as needed. Thank you Jeff. I have a meeting tomorrow morning with a couple vendors regarding the tractor that you approved for us this year. Hopefully within the next week or 2, I will have the final numbers on that to be brought to you. The water line at the Community Center runs in a direction that it

shouldn't. I have to rent a locator from Sunbelt or somewhere, trace that out because it doesn't run directly, straight line underneath the kitchen to the back of the CC. It runs somewhere up the sidewalk and then makes a turn somewhere. Once I locate it, I don't believe I'll have to disturb the sidewalk. Councilman Griffin asked how much time do you think it will take to relocate the water? Bruce said, until I know where it is, I'll have to crawl. Councilwoman Evans asked, is it proper procedure to have the vehicle running with the doors open and no men to be seen? Bruce said, no, it is not. Councilwoman Evans said, I've seen it numerous times at the CC and it's not the proper place, we have crazy people that will jump in it and run. Bruce said, I will address that tomorrow morning.

Clerk Assistant, Kelly gave an update on the financials. Councilwoman Evans said, I keep seeing overtime, F&A, R&S. Kelly said, those have all been allocated through the office and through the Mayor. I can pull the time sheets to give you specific dates if you'd like. Councilwoman Evans said, I didn't think we were allowed to have overtime without Council permission. Mayor said, if you're right, you're right, I'm not going to say you're wrong. I thought it was the Mayor. With the schooling that they've gone to and the travel time, it's off regular hours and all that time has to be made up. Its got to be made up within the work week because if it's not, by labor law you have to pay that time as overtime, time and ½ so we do the best that we can to get it done within that week. Kelly said, it was put in the budget for overtime for F&A and R&S. The maintenance overtime was Friday afternoon, when we got called by the Health Department that said, shut your beach down. The maintenance guys had already left so we had to call them back to shut and lock the beach down. The beach is now open. Kelly said, you may notice 4 payments to card services. That's because with the training I took a couple days off around Thanksgiving. This is how the bills were paid so there were no late fees occurred. I had to pay them when I was here and when time was available to make them paid. Typically, it's every month you see 1 transaction, or 2, 1 credit card for Donna and 1 for myself. This month there's 4 because they were paid on the days I was available to do the checks. Councilwoman Evans said, why are we still paying Nancy Lajoie? Kelly said, I knew you were gonna ask me that. On May 24<sup>th</sup>, there were Clerk's Notes sent out that after discussion with the Mayor and Councilman Szatkowski, the last paycheck for Nancy would be issued in the amount of \$608.25. Szatkowski identified that the employee manual and other factors that this is not required however, all parties have agreed to write the check. When Joe was on vacation in New York, Vic told me not to write the check, so I followed his orders. On 11/25, Donna sent me an email saying the check hadn't been paid, to cut the check. Clerk said, well I had talked to you about that a couple of times before that as well. Kelly said, well the final email was sent on 11/25 and I cut the check. Attorney said, what that was CarrieAnn is there was an issue about the way Nancy's carry over pay shouldn't be done or not be done, sick leave or whatever back and forth and because it was \$500. I basically told everybody for \$500, you're going to spend more money fighting about it than figuring out what the right answer is. Councilwoman Evans said, ok so we're done with her then? Yes.

### **New Business:**

Clerk Fontana M&B Tree quotes. I can only approve up to \$2000 so I am bringing it to you for approval. At Town Hall there is a palm tree, a dead tree on Pleasant St. and the large oak tree at Community Center that caused the problems breaking up the sidewalk and the street and causing problems with the water line. Pat discussed that tree at the last Council meeting and requested it

to be removed because it will cause more problems there. Mayor said, that tree is so huge, its perfectly healthy and should never be cut down. It's been trimmed over the years for the road sake. It's never been trimmed over the Community Center. 75% of that tree is over the Community Center. If a limb goes we are in huge trouble. Councilwoman CarrieAnn made a Motion that we allow the \$2700 to remove the 3 trees, Councilman Griffin seconded the Motion. Councilwoman Mead said, he wrote on here that the tree is worth saving. It's not the tree's fault and the tree is perfectly healthy but it is creating a problem that is only going to get worse. Do these prices include the stump grinding? Clerk said yes and I'll have them put that on there. Bruce said, we do not want that stump ground at the CC because that's right in the water lines. Attorney said, you may want to check to see if he has insurance. Clerk said, we have his COI. Attorney said, check the date on it to make sure he didn't cancel it. Unanimous vote to approve the \$2700 to remove the trees.

Clerk Fontana discussed the animal ordinance. People are coming in and asking about having a horse on .58 acre that has a house on it and can they have a horse and 1 acre property that wanted to have 11 goats on it. We don't currently have anything in our Ordinances that discusses that. My understanding was that if we don't have anything, then we can use the counties ordinance. However, I'm not certain that Craig agrees with that. Attorney said no, because we are not a subdivision of the state, so it doesn't apply. The only thing that would apply would be state statute. We don't have anything in our code which stresses that specifically because you can have a horse on less than an acre. There's no reason why you shouldn't have a horse in a residential area although you wouldn't necessarily want that. It depends on what you want for the character of your neighborhood. If they put one in there, so long as its not a nuisance, I don't think it's a violation of our code. The lady that wanted to have 11 goats on 1 acre, that's a lot of goats in that area. Mayor said, but wouldn't that have to come under nuisance, because we don't have anything? Attorney said, it would have to come under a general nuisance. Councilwoman Mead asked, wouldn't it also matter where this acre was located, whether its right in the middle of Town or out in the middle of city limits? Attorney said, there's nothing in particular about goats, even in a residential neighborhood that would be, I mean most goats don't make any noise but dogs would bark and nobody would say anything about having a dog except if the dog barks then it becomes a nuisance and you can't have a dog. Best management practices (BMP) put out by University of Florida Agriculture is not to have that many goats, it also depends on what size they are because if you have miniature goats they can be smaller than a medium size dog or you can have a regular size goat which is the size of a small horse. I think anybody that is putting 11 goats on 1 acre is kind of looking at animal, I don't want to say animal cruelty, but I don't know that it's necessarily fit to have that. We don't have anything in there. Donna put in here what the county has, which I've always that is funny that we're a rural county but if you want to have a horse and you don't have an acre, you don't have 5 acres, you've got to go out and have an internal fence 10' off your outside fence. Clerk said, well they say 1 horse or other equine per acre, but that acre cannot include a dwelling. Attorney said, but I think it says if its below 5 acres, you have to get a special permit. Clerk said, if its not zoned agriculture. You can ask for a special exception to have it in a different zoned area, but I'm not even talking about the zoning part as much as I am about the square footage part. The property is .58 and that includes the house so you're looking at maybe .3 or .25 for the horse. Judy said, I thought the way y'all made your rules that if it's not in there that you can't do it, remember when this all came up, then you can do it. Attorney said, you are absolutely correct, that is more design in the broadest sense it's

the uses within the zoning. For instance, where that normally comes up is in if you have it zoned residential and it doesn't say that you can run a tire shop, then you can't use it. If it's industrial and it doesn't say you can run a tire shop, then you can't do it. If you strictly apply that to animals, because you can't just apply it to horses and goats. It's going to be to all animals. If you take that interpretation to be that if we don't allow animals in residential areas, that means you've got to chase off all dogs & cats. If you are raising animals in your residential areas for agricultural purposes, that would come under an agricultural use in a residential area, but having a horse as a pet, I don't think comes under that. Clerk said, the problem is that these 2 people came to us before they had the animals, I've got to be able to tell them something. Attorney said, you can use the BMP as evidence at a hearing to determine whether or not it is a nuisance, because that is a scientific definition as to what you can or can't have for animals. Clerk said, I just want to understand that what the Council is telling me and Kelly to tell people is that they can do it but if somebody complains then they may get a code enforcement case against them for nuisance. Attorney and several Council members said that is correct.

Clerk Fontana discussed the status of 549 West Main St. That is Marshall Sapp's property, it has been condemned again by the County and the Special Magistrate hearing is on the 17<sup>th</sup> of this month. Craig's recommendation was that we may want to offer to buy that piece of property from him. There was further discussion about purchasing and then selling it with a Stipulation that they could purchase the property but they would have to clear the home off of there within 3 months and if they did not do that within the time period, we could either take the property back or we could abate it and charge them for the abatement. Councilwoman Evans asked, are you suggesting that we pay the last 3 years of taxes? Attorney said, I would suggest you authorize Donna, this would come under Code Enforcement under the budget which means she's got \$2000 authority on her own. I would go ahead with the enforcement hearing that we're doing and then get him to come over here, with a deed ready and have \$1000 cash ready in he signs. Mayor said I would think she needs a Motion because its not in the budget. Attorney said, yes it is, under Code Enforcement. Councilwoman Evans made a Motion that we budget up to \$2000 and no more than \$2000 to offer for the property at 549 W. Main, Councilman Griffin seconded. The vote was 6 to approve and the Mayor opposed. The Mayor said, not that I'm totally opposed, I'm nervous of it.

Clerk Fontana, FMIT selection form shows that last year the Council opted not to have the uninsured motorist and underinsured motorist coverage. This is an annual renewal option. FL Cities told me that most cities don't choose this coverage. Employees are at work and are covered under workman's compensation and by adding this they can double dip. This is not for vehicle coverage it is for missed wages, bodily injury in general. Many cities have had problems where people use this to get double pay. Councilman Warren asked if there were a ceiling on workman's comp claims. No, workman's comp is determined by the guidelines and the Physician. Attorney said, she's right if one of our people get hit by an uninsured motorist, our worker's comp is going to cover all their medical. It won't cover their pain and suffering, but it will cover their medical and their lost wages under the comp law. Councilman Warren made a Motion to renew the insurance without uninsured motorist and underinsured motorist coverage and it was seconded by Councilwoman Evans. The vote was unanimous to approve.

Councilman Szatkowski wanted to discuss the title of Deputy Clerk. The Clerk said, I have a couple of questions. There seem to be some issues with the title of assistant. I don't care about that title, I didn't give her that title, but what I want to discuss is that I have not had the opportunity to look at the Deputy Clerk job description. I don't want there to be any misunderstanding between me and the Council and Kelly in regards to that I will still be her supervisor and she will still have things that she will assist me with. Every other municipality in Putnam County has more than 1, they the Clerk and then they have 2 or more office staff. We've got the Clerk and Kelly so I cannot do the job without having the support from the Council that she will still be doing things that I need help with. Attorney said, the Deputy Clerk only exercises the Town Clerk's duties in the absence of the Town Clerk so, you could for instance have a Town Clerk, a Deputy Town Clerk, an Assistant Town Clerk and the Assistant and the Deputy are basically doing the same functions at the same level in a wire diagram its just that if you weren't here, the one that was designated the Deputy would be the one that would be filling in for you, even though in all respects they are an Assistant. Mayor said, the question comes up Craig, to put it point blank, the question is coming up, where does Assistant come from? We don't have it in writing anywhere. That's it in a nutshell its nothing else. Joyce asked, are there job descriptions that say exactly what are the duties of the Town Clerk and the Deputy Clerk? Attorney said well, let me use an extreme example so that it might add clarity. Donna could ask for Joyce to be the Deputy Clerk. Your only responsibilities, if it were approved would be when she's not here, you're the person that signs the checks or whatever her administrative functions are in her absence. That has nothing to do with what Kelly would be doing on a day to day basis. You'd be out there running around doing whatever it is you want to do. Donna gets sick, gets put in the hospital. Oh, the Clerk of the Town's got to sign something. Like when we send our Ordinances to the Secretary of State, it's got to be signed by the Clerk, right? So, Kelly is still doing her assistant stuff, we've got an official Town document that has to be signed by the Clerk. You are the Deputy Clerk, you run in, you sign the document and you and then you go back to doing what you're doing. It doesn't change what Kelly does, it doesn't change what Donna does, its just that we need to have somebody to have that official authority as the Deputy Town Clerk to sign off on that particular document. Mayor said, Craig you're not answering the question, it is where does Assistant Clerk come from? There's nothing in writing and I keep getting ask this and I don't have the answers. I don't read Assistant anywhere. Craig said, because the Deputy Town Clerk is Town official in the absence of the Town Clerk. That doesn't mean that the Deputy, Bruce could be the Deputy Town Clerk. Donna's here, Kelly is doing her thing, Bruce is out there doing her thing. Donna gets hit by a car, an official Town document has to be signed by the Town Clerk, because there are certain documents which are produced which must be signed by an official. Just like you're the Mayor, there are certain documents that must be signed by you. Mayor said, we understand that, you're just not catching the question and I'm not trying to be obnoxious. The question is, where does Assistant Clerk come from? That's what needs to be answered, that's why I didn't want to go through this tonight. It's not written anywhere. Attorney said, it's whatever you guys decide it is. Mayor said, that's right, that's why I didn't want to do it tonight. I think there's going to be arguments on it. Attorney said, but we aren't deciding what an Assistant Clerk does right now. Now we're just deciding who fills the position of being the Deputy Clerk. Councilwoman Mead asked, can the Assistant and the Deputy be the same person? That makes more sense to me than Joyce off the street. Attorney said, you're right Pat, that makes the most sense. I'm just saying that there is a thing which is an administrative person, which is the Assistant Clerk and there is a Town official which is the

Deputy Clerk which can be the same person. The Clerk said, it can be the same person, the problem is that there are problems right now because there are some people that, I don't know how else to say it, that are not supporting me as your Clerk. That feel like she should not have to things that I ask her to do. Councilwoman Mead said, oh, that doesn't make sense. Clerk said, that's why I'm bringing it up as an issue. I need to understand that you guys agree, I cannot do everything without being able to assign duties to her. Councilwoman Mead said, that's why we have a second person in the office. Judy said, I believe that you can ask the Deputy Clerk to do anything that you want her to do, am I not correct? Attorney said, that's where the problem is coming in, as I see it. We are getting wrapped around the axle about this position, an official Town position. Just like the Mayor Pro Tem. It's very clear, when Joe's here Vic is just one of the guys. When Joe's not here, Vic signs on the documents that the Mayor's got to sign. The Deputy Clerk only means something when Donna's not here. Judy said, so you could do like Pat said, make her Deputy Town Clerk/Assistant/Treasurer. Attorney said, it would be a slash she would be Deputy Clerk and Assistant Clerk. Mayor said and that's where the question came up, Donna and I need answered, Vic needs answered. Where does Assistant come from? This is why I didn't want to get into this tonight, because its going to take us until after New Year's to figure this out. Joyce said, I know exactly what she's talking about and there is a conflict. Ok? Maybe I shouldn't be opening my mouth but for instance, she has a stack of stuff that needs to be filed and she goes and puts it on the file cabinet and she wants Kelly to do the filing. Mayor said, that happens now. Joyce said, so where do the duties lie? Can Donna do her own filing? Clerk said, that's one example of many which we're not going to get into all that because I don't want to and I don't think Kelly wants to either. Councilwoman Mead said, its her Assistant, she does whatever she tells her to do. Clerk said, and you have that understanding because that's the way its always been in here and now its not that way. Mayor said, no its that way, Donna look at, I didn't want to get into this crap tonight. It is that way but there's a personality conflict in there so its not working. Clerk said, I disagree, its not a personality conflict. Mayor said, that's the only reason because it has worked since I've been here for 11 years and there's never been this animosity in that office. Councilwoman Mead said, that has nothing to do with a job description Joe. Mayor said, where do we find Assistant written down? Attorney said, well somebody came up with what the job description was and the advertisement that Vic has. It's the same thing as Bruce, where's Bruce's job description written down? Joyce said, I think the bottom line is that you have to put Deputy in front of whatever so that if anything happens where she's not here, its covered. That's what she does now. Councilwoman Evans said, but it has to be official. Attorney said, Donna has to designate a Deputy and the only thing that the designation of Deputy means is that when Donna's not here, whoever you guys have designated as Deputy Clerk acts as Donna. Councilwoman Mead said, and it should be someone that knows how to run the office and nobody in here knows it but Kelly. Joyce said, it has to be Kelly because I don't know what her job is. Attorney said, you don't need to know what her job is. All we need is somebody to sign off on official documents. Clerk said, it shouldn't be anyone except Kelly, I just want to make it clear... Joyce voiced that she didn't want to put her name on an official document. Clerk said, I would request to the Council that Kelly will be the Deputy Clerk and still retaining her current titles as well. Mayor said, and what is that? Clerk and Pat said, Treasurer and Clerk Assistant. Mayor said, Pat we don't have assistant written down anywhere. Mayor said, for the last 2 months Donna, we haven't voted on anything without, according to Craig for the last years and I agree a 1000% we either do an Ordinance or a Resolution but we don't vote, so let's move on. Councilman Warren said, wait a minute, I will

make that Motion that we agree with Donna in appointing Kelly as the Deputy. Mayor said, we don't have a Resolution to do it. Councilman Warren said, I beg your pardon? Councilwoman Evans said, he made a Motion. Mayor said, we don't have a Resolution for you to even make a Motion. Attorney said, you guys have not been doing that. Mayor said, Donna have we. Clerk said, you have started doing Resolutions, but you don't have to if someone seconds that Motion, they can vote now. Attorney agreed. Councilman Griffin seconded the Motion. Mayor said, what's the Motion? Councilman Warren said, that we appoint her adding Deputy Clerk to Kelly's present titles. Councilman Griffin said, and I seconded it. Mayor said, we have a Motion and a second, I still say there's no title anywhere that says assistant. Attorney said, we are getting a administrative job wrapped around a charter job. I know I've said this before and I've got to say it again. You guys are sucking Assistant Clerk into Deputy Clerk. The Deputy Clerk is only an official title, just like the Mayor Pro Tem is only an official title. The fact that somebody gets designated Deputy Clerk changes nothing except when Donna's not here. Mayor said, so Doc make your Motion that Kelly be Deputy Clerk period. Clerk said, there's already a Motion on the floor. Councilwoman Evans said, he can amend his Motion. Clerk said, then I'll withdraw my appointment until after the first of the year. It was asked who's going to cover when you're gone? Clerk said, this is playing games and this is why you guys have been losing Town Clerks. Attorney said, there is a Motion and a second if I recall it correctly, Kelly to be designated the Deputy Clerk and the Assistant Clerk. There was a second, there can be an amendment to that or they can withdraw the second and a new Motion can be made. Mayor said, I thought you could only have one thing on a Motion. This is 2. Attorney asked Clerk if I had a note on what the Motion said? Clerk said, yes, his Motion is to appoint Kelly as Deputy Clerk along with her other job titles. Mayor said that's 2. Attorney said, ok, because she's also the Treasurer and the Clerk Assistant. Mayor said, is that 2 Motions Craig? Attorney said, no that's actually one Motion. If the Motion passes it will be Kelly Deputy Clerk/Assistant Clerk/Treasurer. Councilman Warren said, correct. Mayor said, well if that's the Motion and second, I totally disagree because we do not have anything that says Assistant Clerk and what Assistant Clerk does. Clerk said, you do actually Joe, because you have the job description. Councilwoman Evans asked Kelly if she had anything to say? Kelly said, I agree with Joe, there is no Clerk Assistant in the Charter as far as positions. It was in the ad that was posted but in our Charter there is no title as Clerk Assistant. Attorney said, correct, that's because the Clerk Assistant is an administrative job like Bruce is an administrative job and the duties of the Assistant Clerk may need to be defined but have nothing to do with the appointment of a Deputy Clerk. Mayor said, that's why I don't want to combine them with it. Attorney said don't do it because its got nothing to do with her (Kelly), it's got nothing to do with her (Donna), its got nothing to do with you and its got nothing to do with this whole big thing that's going on that I've been hearing about. Its that just as the Town Clerk is defined in the Charter, that's what she's supposed to be and you appoint that person to be the Town Clerk and now you are appointing a person in an official capacity to be the Deputy Town Clerk which has nothing to do with anything else. Mayor said, yep. Mayor said, but the Motion doesn't say that. Attorney said, yes it does, it says they are going to appoint her to be the Deputy Town Clerk along with the Assistant Clerk, whatever that is, and the Town Treasurer, whatever that is. Mayor said, at this point we don't know what Assistant Clerk is. Clerk said, yes you do there is a job description which has already been identified by the Council. It is what was posted and given out with the application when Kelly applied for the job. Councilwoman Mead said, that's what it is. Attorney said, Joe the way to do this is you've got a Motion, it votes up or down. Regardless



if it votes up or down, I think there is an issue for clarity's sake as to what the Assistant Town Clerk is supposed to do and that is something we can address at another meeting.

Councilwoman Mead said, we can vote on this now and address the Assistant at the next meeting or whenever. Attorney said, or never. Mayor asked all in favor of the Motion, 6 approve, Mayor opposed.

Questions and comments. – Councilwoman Mead said we have a sign ordinance and I would like to see that sign that is stuck in front of the Community Center removed. Its not supposed to be there and makes it difficult for the guys to cut the grass. The sign is Crime Stoppers. Clerk said, I've asked the maintenance team to pick up signs as they see them and I'll request them to remove that one.

Upcoming events: Were reviewed from the packet.

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

**Town of Pomona Park— Citizens Advisory Task Force Meeting (CATF)**

**Monday, May 7, 2019 (5pm)**

Community Development Block Grant program (CDBG). She further advised the Task Force of their primary role with respect to the program; that being to hear the information, gain input from any residents present and determine which category would be in the best interest of the Town. Then vote on the pleasure of the Task Force and make recommendation to Council.

She advised the Application Cycle had not been announced yet and may not until early next year, 2020, and that the Application Cycle will be for the Federal Fiscal Year of 2019.

The CDBG program’s primary role is to meet the national objectives of the program which are:

Benefit low- and moderate-income persons Present: Mayor Joseph Svingala, Joyce Svingala, Councilman Victor Szatkowski, Judy Szatkowski, Yvonne Munn, Dr. Robert Warren, Art Blount, Shirley Griffin and Clerk Assistant Kelly Krupski.

Yvonne Munn presided, called the meeting to order at 5:00pm and lead the Pledge of Allegiance. Purpose of this meeting: To provide the CATF with clear understanding of the eligible Categories under the Florida Department of Economic Opportunity’s Community Development Block Grant (CDBG) Program.

- Kathy Baker, with Jordan & Associates, was present to facilitate the Citizens Advisory Task Force Meeting. She advised the Task Force members and those citizens present of each category under the CDBG Program and explained what each entailed. She provided a pamphlet detailing the activities available under the
- Prevent or eliminate slum or blight
- Address urgent community development needs

The program, administered and funded by the United States Department of Housing and Urban Development, consists of two components:

- Entitlement - provides funds directly to urban areas
- Small Cities - provides funds to the states for distribution to rural areas

The Department of Economic Opportunity administers Florida’s Small Cities Community Development Block Grant Program. This is a competitive grant program that awards funds to

She further explained there are other types of grants under different funding agencies and that the Town has been a benefactor of such grant. Such as Parks and Recreation financed through the Florida Recreation Development Assistance Program under DEP which is a different type of grant, not under this particular program.

Joyce Svingala asked what would a DEP be considered? That's under a different funding source. Joyce said that's under a grant, also right? Yes, but it's a different funding source. There is DEO, which is Department of Economic Opportunity, which is the funding source for the CDBG program. DEP is Department of Environmental Protection and they have different types of programs. The Town could have that type of grant along with the DEO types. As a matter of fact, the two are supportive of each other. Kelly Krupski said, so next year if we understand what we are doing, and we can get this all figured out and the new grant cycle comes around for 2020; can we apply for 2 grants at the same time? Ms. Baker advised not under CDBG unless it is an Economic Development and one of the other three categories but not two Neighborhoods or two Housing, etc. Ms. Baker further stated that a local government could have two Economic Developments at one time but not two of the other categories. A Grant Cycle is for 30 months. Usually it takes that long to complete a project. KK said we just got our closeout for the last one.

The Town can apply in one of the three categories for up to \$600,000. In the Economic Development category, the Town can apply for up to 1.5 million. This amount is dependent up how many jobs a developer can create. A developer must create one new job for every \$35,000 of grant funds received.

If the Engineer designs and prepares the plans and specifications up front, the Town would then get extra points in its application as the applications are based on points the goal is to achieve as many points as possible. The Town would be responsible for paying the Engineer to prepare the Plans & Specifications in advance of the application to gain the points.

The grant can pay for what the Engineer does during the grant if its awarded. Mayor Svingala asked if we don't get the grant how long is that survey good for us to use it? Kathy said, it can go for years, you can apply in the next cycle and the next and use the same project so it's not like you're pouring money into something that's not any good. You can turn right around and reapply with those plans and specifications. The only thing that may be different would be the permit itself because sometimes the permit might only be good for 3 years or 5 years or something like that.

The administration is allowed up to 8% of any of the grant amount funded. Our company never takes the full 8% we always leave a portion of it on the table for the local government because we know there are expenses during the process of the grant.

Much more discussion was held. If anyone wants the minutes in their entirety, please make a request to the Town Clerk.

A vote was taken and passed unanimously for the Neighborhood Revitalization Category.

Everyone thanked Kathy. Yvonne Munn adjourned the meeting.

# RESOLUTION 2020-1

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Page 1 of 1

## **A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING THE PURCHASE OF A KUBOTA L3901 DT TRACTOR THROUGH THE FLORIDA SHERIFF'S CONTRACT COOPERATIVE PURCHASING PROGRAM FSA18-VEH16.0 IN THE AMOUNT OF \$26,546.40**

**WHEREAS**, The Town of Pomona Park has an approved budget for fiscal year 2019-2020 allocating funds in the amount of \$37,000.00 for the purchase of a tractor; and,

**WHEREAS**, the Town has a need for a tractor to remove tree debris, till the ball fields, use with brush grapple, it will easily pull the box blade, grooming mower and bush hog. The selected tractor is less than the budgeted amount by \$10,453.60; 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 Kubota L3901 DT from Futch's Tractor Depot Inc. through the Florida Sheriff's Contracts Cooperative Purchasing Program FSA 18-VEH16.0 without going to bid shown on Exhibit A.

### **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 January 14, 2020 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 January 14, 2020.

By: \_\_\_\_\_  
Joseph Svingala., Mayor

Attest: \_\_\_\_\_  
Donna Fontana, Town Clerk



# Futch's Depot



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### Tractor/ Construction Divison

8515 State Rd 207 N. Hastings,  
FL 32145  
**904-692-3673**

### Power Depot Divisons

Palatka , FI  
386-385-5658  
Starke, FI  
904-368-0131

Keystone Hts, FI  
352-473-4001  
St. Augustine, FI  
904-826-2488

## QUOTE

**TOWN OF POMONA PARK**

**BRUCE**

**12/11/2019**

PO BOX 518

1775 US HWY 17 SOUTH

POMONA PARK ,FLORIDA 32181

FINANCE@POMONAPARK.COM

**Salesman: TRAVIS FREEMAN**

**Email: travis@futchsdepot.com**

**Cell: 904-669-8689**

DESCRIPTION	Stock #	Price
<b>BASED ON THE SHERIFFS CONTRACT</b>		
<b>FSA18-VEH16.0</b>		
<b>SPEC#25</b>		\$ 15,496.00
DOWN GRADE TO L2501DT		\$ (2,400.00)
UPGRADE TO TO HST L2501		\$ 962.40
ADD OPTION LA525 LOADER Q.A. 66" BUCKET		\$ 4,893.00
ADD SGC1060 GRAPPLE INCLUDED 3RD FUNCTION		\$ 3,999.00
ADD CANOPY		\$ 799.00
ADD LANDPRIDE 1250 TILLER		\$ 2,398.00
	<b>SUBTOTAL</b>	<b>\$ 26,147.40</b>
<b>Trade Info</b>	<small>This charge represents cost and profit to the seller/ dealer for items such as inspecting, cleaning and adjusting equipment and preparing documents related to the sale.</small>	<b>\$ 399.00</b>
<b>MAKE &amp; MODEL</b>	<b>SERIAL NO.</b>	<b>TRADE-IN</b>
		<b>TAXABLE AMOUNT</b> \$ <b>26,546.40</b>
		<b>SALES TAX</b>
		<b>TOTAL SALE</b>
		<b>Deposit</b>
		<b>Delivery</b>
		<b>Payment</b>
		<b>BALANCE DUE</b>

**DISCLAIMER OR WARRANTIES:** All warranties on the product sold hereby are those made by the manufacturer. The seller FTD, Inc. expressly disclaims all warranties either expressed or implied, including any implied warranties of merchantability or fitness for a particular purpose and FTD, Inc., neither assumes or authorizes any person to assume for any liability in connection with the sale of said product.

**TERMS:** If balance due is charged to the customer's account, NET 10th OF THE MONTH FOLLOWING PURCHASE. All accounts not paid by the 10th of the month following purchase are subject to a FINANCE CHARGE at a monthly rate of 1.5% which is an ANNUAL RATE of 18%, applied to previous balance without deducting current payments or credits. **DEPOSITS ARE NON- REFUNDABLE!**



FSA#-  
VE#16.0

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## FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

### SMALL AGRICULTURE TYPE TRACTOR (4 WHEEL DRIVE) SPECIFICATION #25

#### 2019 Kubota L3901 DT

The Kubota L3901 DT purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$15,825.00	\$15,296.00	\$15,496.00	\$15,825.00

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.

<b>VEHICLE:</b>	L3901 DT			
<b>DEALER:</b>	Ridge Equipment Co., Inc.	Futch's Tractor Depot	Futch's Tractor Depot	Ridge Equipment Co., Inc.
<b>ZONE:</b>	★ Western	★ Northern	★ Central	★ Southern
<b>BASE PRICE:</b>	\$15,825.00	\$15,296.00	\$15,496.00	\$15,825.00

Order Code	Delete Options	Western & Southern	Northern & Central
L2501DT <sup>1</sup> L2501DT <sup>2</sup>	Downgrade - specify <i>L SERIES DOWNGRADE: 24.8 HP/20.5 PTO/4WD/ROPS/R-1 TIRES. *L2501HST/HYDROSTATIC 3 RANGE TRANSMISSION/24.8 HP/19.0 PTO/4WD/ROPS/R-1 TIRES: CREDIT \$1,750.00<sup>1</sup></i> <i>24.8 HP VERSION OF BASE SPEC, BENEFIT IS NO EPA PARTICULATE FILTER<sup>2</sup></i>	\$2,600.00 <sup>1</sup>	\$2,400.00 <sup>2</sup> <i>up from 1.757</i>
L3301DT <sup>1</sup> L3301DT <sup>2</sup>	Downgrade - specify <i>L SERIES DOWNGRADE: 33 HP/27.7 PTO/4WD/ROPS/R-1 TIRES. *L3301HST/HYDROSTATIC TRANSMISSION/33 HP/26.2 PTO/4WD/ROPS/R-1 TIRES: CREDIT \$100.00<sup>1</sup></i> <i>33 HORSE POWER VERSION<sup>2</sup></i>	\$200.00 <sup>1</sup>	\$500.00 <sup>2</sup>
L3901F <sup>1</sup> L3901F <sup>2</sup>	Downgrade to 2 wheel drive <i>L SERIES BASE SPEC MODEL 2WD/R-1 TIRES<sup>1</sup></i> <i>2 WHEEL DRIVE OF BASE SPEC<sup>2</sup></i>	\$750.00 <sup>1</sup>	\$900.00 <sup>2</sup>
	Delete remotes	NA	NA

Order Code	Add Options	Western & Southern	Northern & Central
L3901HST <sup>1</sup> L3901HST <sup>2</sup>	Model upgrade - specify <i>BASE SPEC MODEL WITH 3 RANGE HYDROSTATIC TRANSMISSION/37.5 HP/30.6 PTO/4WD/ROPS/R-1 TIRES<sup>1</sup></i> <i>HYDROSTATIC DRIVE OF BASE SPEC<sup>2</sup></i>	\$2,000.00 <sup>1</sup>	\$1,996.00 <sup>2</sup>
L4701DT <sup>1</sup> L4701DT <sup>2</sup>	Model upgrade - specify <i>L SERIES UPGRADE: KUBOTA 4 CYL DIESEL 47.3 HP/39.3 PTO/GEAR DRIVE TRANSMISSION/4WD/ROPS/R-1 TIRES. *L4701HST UPGRADE: KUBOTA 4 CYL DIESEL 47.3 HP/37.8 PTO/3 RANGE HYDROSTATIC TRANSMISSION/4WD/ROPS/R-1 TIRES: ADD \$6,550.00<sup>1</sup></i> <i>47 HORSE POWER VERSION OF BASE SPEC WITH LARGER CAPACITY FRONT END LOADER BUCKET OPTION<sup>2</sup></i>	\$5,350.00 <sup>1</sup>	\$4,495.00 <sup>2</sup>
MX5200DT <sup>1</sup> L4060HSTC <sup>2</sup>	Model upgrade - specify <i>MX UPGRADE: KUBOTA 4 CYL DIESEL 54.7-45.7 PTO/GEAR DRIVE TRANSMISSION/4WD/ROPS/R-1 TIRES *MX5200HST: KUBOTA 4 CYL DIESEL 54-7 HP-44.2 PTO/ 3 RANGE HYDROSTATIC TRANSMISSION/4WD/ROPS/R-1 TIRES: ADD \$7,975.00<sup>1</sup></i> <i>40 HORSE POWER GRAND CAB VERSION OF L SERIES BASE SPEC.<sup>2</sup></i>	\$6,465.00 <sup>1</sup>	\$12,904.00 <sup>2</sup>
E1134 <sup>1</sup> E1134/E1136 <sup>2</sup>	Canopy <i>DELUXE CANOPY/SUNSHADE INCLUDING MOUNTS. AVAILABLE IN ORANGE FIBERGLASS OR ALUMINUM DIAMOND PLATE<sup>1</sup></i> <i>FIBER GLASS CANOPY AND MOUNTING KIT INSTALLED<sup>2</sup></i>	\$599.00 <sup>1</sup>	\$799.00 <sup>2</sup>
L8066A <sup>1</sup> 18066A <sup>2</sup>	Wheel weights <i>SOLD EACH 64# REAR WHEEL WEIGHTS. MAY USE UP TO 3 SETS. PRICE IS FO ONE (1) SET INCLUDING BOT KIT. N/A WITH TURF TIRE OPTION.<sup>1</sup></i> <i>REAR WHEEL WEIGHT SET NOT COMPATIBLE WITH TURF TIRESREQUIRES BOLT KITS / 2 PER SET PRICED EACH AND INSTALLED<sup>2</sup></i>	\$157.00 <sup>1</sup>	\$233.00 <sup>2</sup>
BL8060-1 <sup>1</sup> BL8060-1 <sup>2</sup>	Bumper weights <i>FRONT SUITCASE WEIGHTS INCLUDES SET OF (5) 55# WEIGHTS, BRACKET AND BOLT KIT.<sup>1</sup></i> <i>SUIT CASE WEIGHTS 55 LBS EACH REQUIRES WEIGHT BRACKET \$96.00 MX8068 / NEEDS BOLTS KIT PER WEIGHT INSTALLED EACH<sup>2</sup></i>	\$465.00 <sup>1</sup>	\$99.00 <sup>2</sup>



<b>VEHICLE:</b>	L3901 DT			
<b>DEALER:</b>	Ridge Equipment Co., Inc.	Futch's Tractor Depot	Futch's Tractor Depot	Ridge Equipment Co., Inc.
<b>ZONE:</b>	★ Western	★ Northern	★ Central	★ Southern
<b>BASE PRICE:</b>	\$15,825.00	\$15,296.00	\$15,496.00	\$15,825.00

L2258 <sup>1</sup> L2258 <sup>2</sup>	Grille guard FRONT GRILL GUARD L2501/L3301/L3901 NON LOADER APPLICATIONS. L4701 REQUIRES MX2268 GRILL GUARD. <sup>1</sup> GRILLE GAURD <sup>2</sup>	\$326.00 <sup>1</sup>	\$326.00 <sup>2</sup>
ALR8809 <sup>1</sup> ALR8809 <sup>2</sup>	Optional rear tires - state size and type 15-19.5 R-4 TITAN TRAC LOADER TL BAR TREAD (PAIR) *ALR8804A: 13.6-16 R3 TITAN MULTI TRAC TURF TIRE (PAIR) ADD: \$856.00 <sup>1</sup> REAR INSUSTRIAL TIRES R4 15-19.5 <sup>2</sup>	\$1,546.00 <sup>1</sup>	\$1,546.00 <sup>2</sup>
AMR8977A <sup>1</sup> AMR8977A <sup>2</sup>	Optional front tires - state size and type 27X8.50-15 R4 TITAN TRACC LOADER TL (PAIR) *ALR8893A 25X8.50-14HF-1 GOODYEAR SOFTRAC TURF TIRE (PAIR) ADD: \$414.00 <sup>1</sup> 27X8.50-15 R4 INDUSTRIAL <sup>2</sup>	\$502.00 <sup>1</sup>	\$552.00 <sup>2</sup>
LA525 <sup>1</sup> LA525 <sup>2</sup>	Quick attach front end loader FITS L2501/L3301/L3901 MODELS INCLUDES VALVE/GRILL GUARD/66" QUICK ATTACH BUCKET. *L2236-72" QUICK ATTACH BUCKET ADD: \$195.00**CONTACT DEALER FOR OTHER MODEL FITMENS, PRICING, AND AVAILABILITY. <sup>1</sup>	\$4,893.00 <sup>1</sup>	\$4,893.00 <sup>2</sup>
BH77 <sup>1</sup> BH77 <sup>2</sup>	Quick attach backhoe FITS L2501/L3301/L3901. REQUIRES LA525 FRONT END LOADER. QUICK ATTACH BACKHOE REQUIRES SUBFRAME MOUNTING KIT (INCLUDED). DOES NOT INCLUDE A PIN ON BUCKET. (SEE OPTIONS BELOW) **CONTACT DEALER FOR OTHER MODEL FITMENTS, PRICING AND AVAILABILITY. <sup>1</sup>	\$7,598.00 <sup>1</sup>	\$8,521.00 <sup>2</sup>
L7211 <sup>1</sup> L7221A <sup>2</sup>	Rear remote hydraulics QUANTITY OF ONE (1) SET OF REMOTES. MAXIMUM OF 3 SETS ALLOWED. <sup>1</sup> BASE KIT L7221A, AND SELF CANCELLING DETENT VALVE L7233 <sup>2</sup>	\$955.00 <sup>1</sup>	\$1,263.00 <sup>2</sup>
BH1976 <sup>1</sup> CRUISE CONTROL <sup>2</sup>	Optional equipment - specify 6 POSITION MECHANICAL THUMB FOR BH77 QUICK ATTACH BACKHOE. <sup>1</sup> L8455 INSTALLED KIT <sup>2</sup>	\$475.00 <sup>1</sup>	\$785.00 <sup>2</sup>
BT1950a <sup>1</sup> THUMBKIT BH77 <sup>2</sup>	Optional equipment - specify 10" BH77 PIN ON BACKHOE BUCKET-3 TEETH/BT1951A-12" PIN ON BACKHOE BUCKET-3 TEETH:\$491.00/BT1952A-16"BACKHOE BUCKET-4 TEETH:\$648.00/BT1953A-24" BACKHOE BUCKET-5 TEETH:\$847.00 <sup>1</sup> BACKHOE THUMB KIT <sup>2</sup>	\$415.00 <sup>1</sup>	\$2,913.00 <sup>2</sup>
PFL3048 <sup>1</sup> L8430 <sup>2</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 48" PALLET FORKS <sup>1</sup> TELESCOPING STABILIZERS <sup>2</sup>	\$1,048.00 <sup>1</sup>	\$175.00 <sup>2</sup>
SGC1060 <sup>1</sup> TOP N TILT KIT <sup>2</sup>	Optional equipment - specify KUBOTA/LAND PRIDE LIGHT DUTY 60" CLAW GRAPPLE INCLUDES THIRD FUNCTION VALVE KIT, HOSES, AND INSTALLATION. <sup>1</sup> INSTALLED / REQUIRES TWO DOUBLE ACTING CONTROL VALES AND LEVER KITS <sup>2</sup>	\$3,999.00 <sup>1</sup>	\$850.00 <sup>2</sup>
L8455 <sup>1</sup> E1138 <sup>2</sup>	Optional equipment - specify CRUISE CONTROL FOR L2501/L3301/L3901 MODELS <sup>1</sup> FRONT WORK LIGHTS INSTALLED <sup>2</sup>	\$205.00 <sup>1</sup>	\$200.00 <sup>2</sup>
L8327 <sup>1</sup> L8170 <sup>2</sup>	Optional equipment - specify REAR WORK LIGHT <sup>1</sup> BALLAST BOX <sup>2</sup>	\$85.00 <sup>1</sup>	\$449.00 <sup>2</sup>
VC5056 <sup>1</sup>	Optional equipment - specify ROOF/ROPS MOUNTED STROBE LIGHT <sup>1</sup>	\$226.00 <sup>1</sup>	NA

VEHICLE:	L3901 DT			
DEALER:	Ridge Equipment Co., Inc.	Futch's Tractor Depot	Futch's Tractor Depot	Ridge Equipment Co., Inc.
ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$15,825.00	\$15,296.00	\$15,496.00	\$15,825.00
L8710 <sup>1</sup>	Optional equipment - specify BALLAST BOX L2501/L3301/L3901 <sup>1</sup>		\$449.00 <sup>1</sup>	NA
RCF2060 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 60" ROTARY CUTTER MOWER WITH SLIP CLUTCH AND FRONT/REAR CHAINS <sup>1</sup>		\$2,499.00 <sup>1</sup>	NA
FDR1660-13 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 60" FLAT DECK REAR DISCHARGE FINISH MOWER. OPTIONAL MUCLCHING BLADES: SET OF 3: \$93.00 <sup>1</sup>		\$2,744.00 <sup>1</sup>	NA
PD15 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE POST HOLE DIGGER. CHOOSE AUGER SIZE BELOW: 6" SEMI-DOUBLE FLIGHT AUGER: \$298.00 9" SEMI-DOUBLE FLIGHT AUGER: \$379.00 12" SEMI-DOUBLE FLIGHT AUGER: \$395.00 <sup>1</sup>		\$1,311.00 <sup>1</sup>	NA
DRG06 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE DRAG HARROW 6' WIDE X 4' LONG WITH 90 TINES <sup>1</sup>		\$541.00 <sup>1</sup>	NA
RG1250-32 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 50" GEAR DRIVE ROTARY TILLER WITH SLIP CLUTCH <sup>1</sup>		\$2,398.00 <sup>1</sup>	NA
RB1560 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 60" REAR BLADE <sup>1</sup>		\$643.00 <sup>1</sup>	NA
BB1560 <sup>1</sup>	Optional equipment - specify KUBOTA/LAND PRIDE 60" BOX BLADE <sup>1</sup>		\$1,120.00 <sup>1</sup>	NA
	Temporary tag		NA	NA
	Transfer existing registration (must provide tag number)		NA	NA
	New state tag (specify state, county, city, sheriff, etc.)		NA	NA
	Maintenance Plan - specify		NA	NA
	Maintenance Plan - specify		NA	NA
BASIC STANDARD <sup>1</sup>	Warranty - specify 24 MONTHS OR 1500 HOURS WHICHEVER OCCURS FIRST <sup>1</sup>		Std <sup>1</sup>	Std <sup>2</sup>
6 YEAR POWER TRAIN <sup>2</sup>				
LIMITED POWERTRAIN <sup>1</sup>	Warranty - specify 72 MONTHS OR 2000 HOURS WHICHEVER OCCURS FIRST <sup>1</sup>		Std <sup>1</sup>	Std <sup>2</sup>
2 YEAR BASIC <sup>2</sup>				

**RESOLUTION 2020-2**

**A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING THE ADOPTION OF THE STATEWIDE MUTUAL AID AGREEMENT**

**WHEREAS**, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

**WHEREAS**, the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

**WHEREAS**, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State; and

**NOW, THEREFORE**, be it resolved by The Town of Pomona Park that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

**IN WITNESS THEREOF**, this Resolution has been duly adopted at a Public Meeting on January 14, 2020.

**By:** \_\_\_\_\_  
**Joseph Svingala., Mayor**

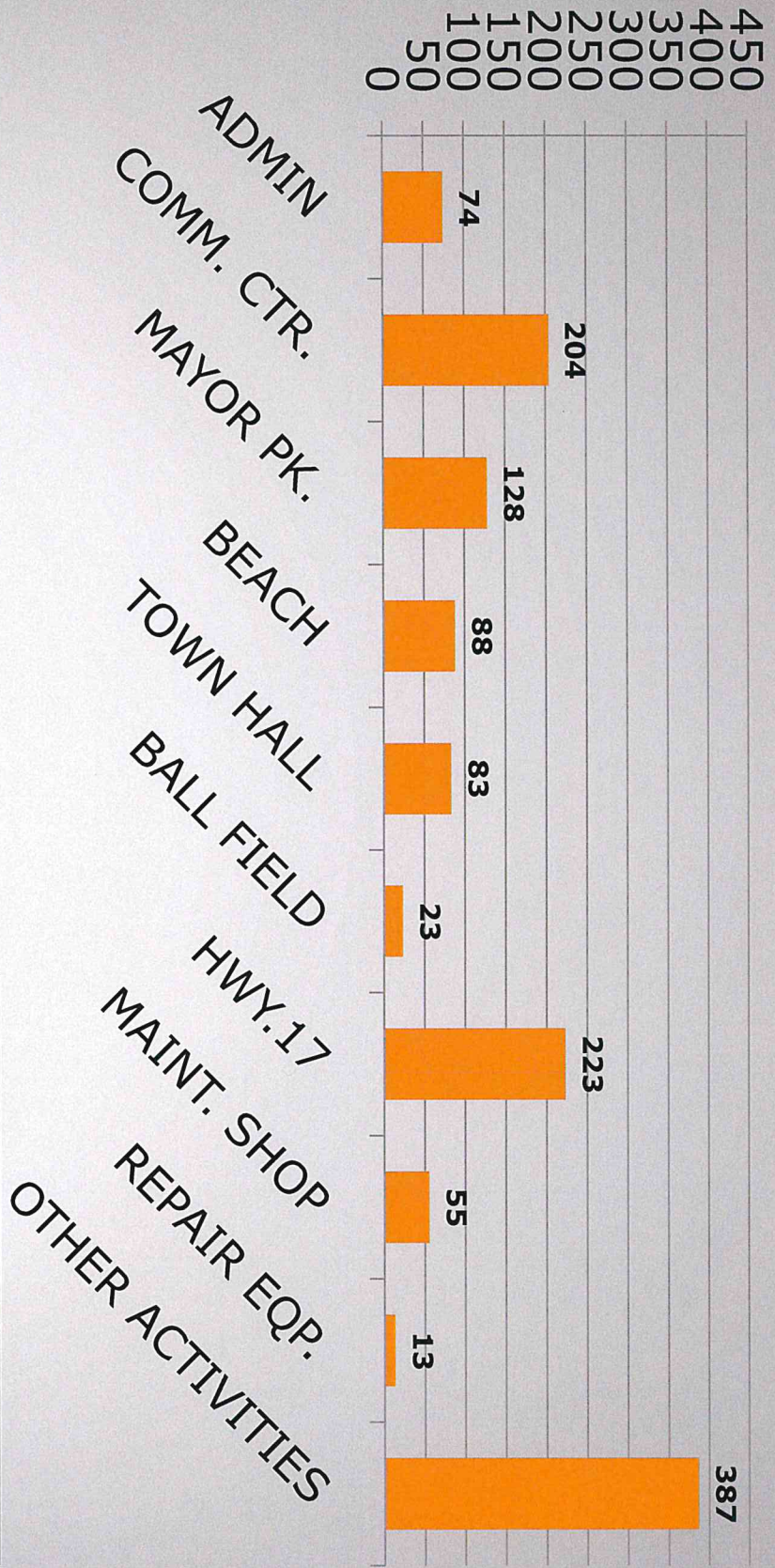
**Attest:** \_\_\_\_\_  
**Donna Fontana, Town Clerk**

I certify that the foregoing is an accurate copy of the Resolution adopted by the Town Council of the Town of Pomona Park, Florida on January 14, 2020.

By: \_\_\_\_\_  
Title: Town Clerk  
Date: \_\_\_\_\_

# TOTAL TIME ALLOCATION FY 2019/2020

Chart is total hours spent by Maintenance Staff by Location



Town of Pomona Park  
**Trial Balance**  
As of December 31, 2019

	Dec 31, 19	
	Debit	Credit
001.101 · General Fund Checking	94,451.52	
001.102 · General Fund MM	213,869.38	
100.101 · Better Place Checking	291,000.22	
102.101 · 1 to 5 Cent MM	46,015.72	
103.101 · Community Development Grant	0.00	
104.101 · Beautification Committee	10,426.15	
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	2,999.73	
240.00 · Payroll Liabilities		160,456.86
001.247 · Opening Balance Equity		86,090.33
320.00 · Unrestricted Net Assets		166,910.19
311.00 · Ad Valorem Tax Income		110,508.20
312.41 · First Local Option Fuel Tax Inc		7,161.18
312.42 · 1 to 5 cents Local Option Fuel		4,648.00
312.60 · Better Place - 1 cent Sales tax		19,113.28
314.10 · Utility Service Tax - Electrici		13,207.80
314.30 · Utility Service Tax - Water		1,288.52
314.40 · Utility Service Tax - Gas		289.14
314.80 · Utility Service Tax - Propane		138.27
315.00 · Communications Services Tax		3,766.47
322.00 · Building Permits Income		59.99
323.10 · Franchise Tax - Electric		7,267.46
323.40 · Franchise Tax - Gas		282.75
335.12 · State Revenue Sharing Income		7,843.59
335.14 · Mobile Home Licenses		115.99
335.15 · State Revenue Sharing - Alcohol		559.36
335.18 · State Revenue Sharing - 1/2 cen		9,662.53
344.90 · Transportation DOT Income		2,358.75
351.10 · Judgements & Fines - County Cri		20.07
361.10 · Interest Income		23.25
366.00 · Donations		4,857.12
369.90 · Other Misc Revenue		6,329.47
TAX	0.00	
511.111 · Legislative Salaries	4,600.00	
511.231 · Legislative Life and Health Ins	654.10	
511.241 · Legis workers comp	303.25	
511.251 · Legislative Unemployment Comp	4.46	
511.311 · Legislative Professional Svc GF	725.00	
511.341 · Legislativ other contractual GF	143.72	
511.411 · Legislative Comm Svcs GF	183.91	
511.431 · Legis Utilities, elect & w GF	269.76	
511.451 · Legis Insurance GF	744.01	
511.49 · Legislative other	70.00	
511.511 · Legis Office Supplies GF	103.84	
511.541 · Legis books subs mbrshp GF	1,212.68	
511.641 · Legislative Mach & Equip GF	428.54	
513.121 · F&A Wages	19,644.13	
513.141 · F&A overtime	227.81	
513.161 · F&A vacation pay	384.00	
513.171 · F&A sick leave	518.00	
513.231 · F&A Life & Health Insurance	1,902.64	
513.241 · F&A workers comp	303.25	
513.251 · F&A Unemployment Compensation	4.46	
513.311 · F&A Professional Services GF	2,082.54	
513.321 · F&A Accounting & Auditing GF	4,500.00	
513.341 · F&A other contractual svcs GF	429.78	
513.401 · F&A Travel Expense GF	979.38	
513.411 · F&A Communications GF	183.90	

3:00 PM

Town of Pomona Park  
**Trial Balance**  
 As of December 31, 2019

01/09/20

Accrual Basis

	Dec 31, 19	
	Debit	Credit
513.421 · F&A freight & postage	88.32	
513.431 · F&A Utilities Elect & Water GF	247.80	
513.451 · F&A Insurance GF	994.01	
513.461 · F&A Repair & Maint. GF	220.30	
513.471 · F&A Printing	649.77	
513.511 · F&A Office Supplies GF	521.34	
513.521 · F&A Operating Supplies GF	2,413.82	
513.551 · F&A Training GF	2,373.90	
514.311 · Legal Counsel Pro Svcs GF	3,017.50	
514.451 · Legal Insurance GF	316.02	
515.311 · Planning & Zoning GF	872.75	
515.451 · Planning & Zoning, Insurance	316.02	
521.341 · Law Enforcement Contr Svcs GF	1,020.00	
521.451 · Law & Security Insurance GF	316.02	
522.231 · Fire Control Life & Health Ins	654.10	
522.241 · Fire Control w/c	303.25	
522.251 · Fire Control Unemployment	4.46	
522.431 · Fire Control Electric GF	59.37	
522.451 · Fire Control Insurance GF	464.64	
529.231 · Code Enforcement, Life & Health	654.10	
529.241 · Code Enforcement WC	303.25	
529.251 · Code Enforcement Unemployment	4.47	
529.341 · Other Public Safety Code GF	100.00	
529.431 · Code Enforcement Utilities	11.87	
529.451 · Code Enforcement Insurance GF	316.02	
541.121 · R&S Wages	14,432.00	
541.141 · R&S overtime	42.00	
541.161 · R&S vacation pay	96.00	
541.171 · R&S sick leave	448.00	
541.231 · R&S Life & Health Insurance	1,402.66	
541.241 · R&S Workers comp	303.25	
541.251 · R&S Unemployment Compensation	4.47	
541.431 · R&S Utilities GF	4,811.71	
541.451 · R&S Insurance GF	344.91	
541.521 · R&S Operating Supplies GF	2,855.71	
541.531 · R&S Road Material & Supplies GF	333.42	
541.632 · R&S Infrastructure BP	2,600.00	
541.641 · R&S Machinery & Equip GF	850.00	
541.642 · R&S Machinery & Equip Better PI	8,000.00	
571.411 · Library Internet	104.81	
572.121 · Parks & Recreation Wages	11,171.25	
572.141 · Parks Overtime	67.50	
572.231 · Parks, Life & Health Insurance	1,278.35	
572.241 · Parks Workers Comp	303.25	
572.251 · Parks Unemployment Compensation	4.47	
572.311 · Parks Professional Svcs GF	340.00	
572.341 · Parks other contractual Svcs GF	358.02	
572.401 · Parks Travel Expense GF	79.34	
572.411 · Parks Communications GF	104.81	
572.431 · Parks Utili Svcs Elec & W GF	966.92	
572.451 · Parks Insurance GF	963.53	
572.461 · Parks Repair & Maint GF	231.25	
572.521 · Park Operating Supplies GF	561.15	
572.531 · Parks Park Rd Matererial GF	137.06	
574.231 · Spec Events, Life & Health Ins	654.08	
574.241 · Special Events Workers Comp	303.25	
574.251 · Special Events Unemployment	4.47	
574.431 · Spec Evetns Util Elect GF	11.90	
574.451 · Spec Events Insurance GF	344.92	
574.484 · Spec Event Prom Activ Beau	276.98	
574.514 · Special events beautification	217.73	
574.524 · Spec Event Operati Supplie Beau	2,199.50	
575.231 · Community Ctr,Life & Health Ins	654.08	
575.241 · Community Center workers comp	303.25	

3:00 PM  
01/09/20  
Accrual Basis

Town of Pomona Park  
**Trial Balance**  
As of December 31, 2019

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	Dec 31, 19	
	Debit	Credit
575.251 · Community Center Unemployment	4.47	
575.341 · Comm Ctr, other contractual GF	875.00	
575.431 · Comm Ctr utility svcs GF	528.77	
575.451 · Comm Ctr Insurance GF	803.90	
575.524 · Comm Ctr Opera Supp Beau	348.80	
660.00 · Employer portion SS & Medicare	4,001.60	
<b>TOTAL</b>	<b><u>784,826.43</u></b>	<b><u>784,826.43</u></b>

Town of Pomona Park

1/9/2020 2:34 PM

Register: 001.101 · General Fund Checking

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/02/2019	EFT	Florida Blue	-split-	Employee Heal...	2,829.92	X		60,178.25
12/02/2019	9774	Aqua Pure Water & ...	572.311 · Parks Profes...	water resample...	70.00	X		60,108.25
12/02/2019	9775	City of Crescent City	572.341 · Parks other c...	Service charge ...	30.00	X		60,078.25
12/03/2019	9777	Jerry Gentry	521.341 · Law Enforce...	Nov 27th 2-4...	60.00	X		60,018.25
12/03/2019			100.101 · Better Place ...	Funds Transfer	3,792.06	X		56,226.19
12/03/2019			100.101 · Better Place ...	Funds Transfer	4,910.49	X		51,315.70
12/03/2019			102.101 · 1 to 5 Cent ...	Funds Transfer	1,377.60	X		49,938.10
12/04/2019		QuickBooks Payroll ...	-split-	Created by Pay...	1,993.27	X		47,944.83
12/05/2019	9776	Carl L Robinson	-split-		508.63	X		47,436.20
12/05/2019	DD1682	Alphonso (Al) Willi...	-split-	Direct Deposit		X		47,436.20
12/05/2019	DD1683	Donna J Fontana {To...	-split-	Direct Deposit		X		47,436.20
12/05/2019	DD1684	Jeffrey G Bernard	-split-	Direct Deposit		X		47,436.20
12/05/2019	DD1685	Kelly Krupski	-split-	Direct Deposit		X		47,436.20
12/06/2019	9778	King's Office Supply	513.511 · F&A Office ...	Copy paper	104.97	X		47,331.23
12/06/2019	9779	State of Fla Dept of ...	-split-	Telephone Oct...	158.19	X		47,173.04
12/06/2019	9781	Florida League of ma...	511.541 · Legis books ...	Yearly subscrip...	350.00	X		46,823.04
12/09/2019	9782	Craig Z. Sherar P.A.	514.311 · Legal Couns...	December	1,000.00			45,823.04
12/09/2019	9784	Florida Municipal In...	-split-	GL, Auto, & Pr...	8,100.00	X		37,723.04
12/09/2019		QuickBooks Payroll ...	-split-	Created by Pay...	652.52	X		37,070.52
12/10/2019	EFT	Patricia L Mead	-split-					37,070.52
12/10/2019	EFT	Robert Warren	-split-					37,070.52
12/10/2019	EFT	Colonial Life	-split-	Memo:COLON...	87.30	X		36,983.22
12/10/2019	E-pay	Capital City Bank pa...	-split-	59-1502925 Q...	4,110.96	X		32,872.26
12/10/2019	9780	Joseph C Svingala	-split-		369.40	X		32,502.86
12/10/2019	DD1686	CarrieAnn M Evans	-split-	Direct Deposit		X		32,502.86
12/10/2019	DD1687	James W Griffin	-split-	Direct Deposit		X		32,502.86
12/10/2019	DD1688	Lynda Linkswiler { c...	-split-	Direct Deposit		X		32,502.86
12/10/2019	DD1689	Victor J Szatkowski	-split-	Direct Deposit		X		32,502.86
12/11/2019	9785	Northeast Florida Re...	515.311 · Planning & ...	Water supply p...	872.75	X		31,630.11
12/11/2019	9786	ADT	572.341 · Parks other c...	December	89.34	X		31,540.77
12/11/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,429.85	X		29,110.92
12/12/2019	DEP	Income	314.80 · Utility Service...	INV # UTLTA...		X	5.45	29,116.37
12/12/2019	DEP	Income	314.80 · Utility Service...	check # 11836		X	11.22	29,127.59
12/12/2019	DEP	Income	314.80 · Utility Service...	Check # 10365...		X	29.19	29,156.78
12/12/2019	DEP	Income	323.40 · Franchise Tax...	check # 035775		X	75.86	29,232.64
12/12/2019	DEP	Income	314.40 · Utility Service...	check # 035775		X	77.02	29,309.66
12/12/2019	EFT	Health Equity	-split-	December	666.64	X		28,643.02
12/12/2019	9783	Carl L Robinson	-split-		508.62	X		28,134.40
12/12/2019	9787	Shelton Williams	521.341 · Law Enforce...	11/20/2019 6...	60.00	X		28,074.40
12/12/2019	DD1690	Bruce wolfred	-split-	Direct Deposit		X		28,074.40



Town of Pomona Park

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Register: 001.101 · General Fund Checking

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/12/2019	DD1691	Alphonso (Al) Willi...	-split-	Direct Deposit		X		28,074.40
12/12/2019	DD1692	Donna J Fontana {To...	-split-	Direct Deposit		X		28,074.40
12/12/2019	DD1693	Jeffrey G Bernard	-split-	Direct Deposit		X		28,074.40
12/12/2019	DD1694	Kelly Krupski	-split-	Direct Deposit		X		28,074.40
12/13/2019	9788	FGUA	511.431 · Legis Utilitie...	November PO...	21.94	X		28,052.46
12/13/2019	9789	all american trailer c...	541.641 · R&S Machin...		850.00			27,202.46
12/15/2019	DEP	Income	314.10 · Utility Service...	December 2019		X	2,538.73	29,741.19
12/16/2019	DEP	Income	335.14 · Mobile Home ...	Payment numb...		X	23.50	29,764.69
12/16/2019	9791	Putnam County Healt...	572.311 · Parks Profes...	PO # 1206919	30.00	X		29,734.69
12/17/2019	DEP	Income	311.00 · Ad Valorem T...	Installment for...		X	58,698.93	88,433.62
12/17/2019	9792	Xerox Corporation	-split-	invoice # 0988...	141.52	X		88,292.10
12/17/2019	9793	Sarlo power mowers ...	572.521 · Park Operati...	invoice # 100940	78.35			88,213.75
12/18/2019	DEP	Income	335.14 · Mobile Home ...	Payment 03390...		X	39.25	88,253.00
12/18/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,772.81	X		85,480.19
12/19/2019	9790	Carl L Robinson	-split-		508.63	X		84,971.56
12/19/2019	DD1695	Alphonso (Al) Willi...	-split-	Direct Deposit		X		84,971.56
12/19/2019	DD1696	Bruce wolfred	-split-	Direct Deposit		X		84,971.56
12/19/2019	DD1697	Donna J Fontana {To...	-split-	Direct Deposit		X		84,971.56
12/19/2019	DD1698	Jeffrey G Bernard	-split-	Direct Deposit		X		84,971.56
12/19/2019	DD1699	Kelly Krupski	-split-	Direct Deposit		X		84,971.56
12/20/2019	DEP	Income	344.90 · Transportation...	Payment numb...		X	2,358.75	87,330.31
12/20/2019	DEP	Income	315.00 · Communicati...	payment numb...		X	1,456.07	88,786.38
12/20/2019	9794	FPL	-split-	December	2,183.15	X		86,603.23
12/20/2019	9795	Stephen Taylor	521.341 · Law Enforce...	12/6/19 18:00-...	60.00	X		86,543.23
12/20/2019	9796	Justin Lewis	521.341 · Law Enforce...	12/10/19 18:0...	60.00			86,483.23
12/20/2019	9798	AT&T	-split-	December	139.88	X		86,343.35
12/20/2019	9799	Becky Eastham	511.311 · Legislative P...	Council Photos...	125.00	X		86,218.35
12/20/2019	9800	Cardmember Services	-split-	k credit card	1,516.94	X		84,701.41
12/23/2019	DEP	Income	312.42 · 1 to 5 cents L...	payment numb...		X	1,613.19	86,314.60
12/23/2019	DEP	Income	312.41 · First Local Op...	Payment numb...		X	2,494.91	88,809.51
12/23/2019	DEP	Income	335.12 · State Revenue...	payment numb...		X	2,614.53	91,424.04
12/23/2019	9801	Soniclear	513.521 · F&A Operati...	Annual Support	473.00			90,951.04
12/23/2019	9802	Cardmember Services	-split-	D credit card	1,183.54	X		89,767.50
12/23/2019	9803	Principal Life Insura...	-split-	December	207.15	X		89,560.35
12/23/2019	9804	Moats & Associates	513.321 · F&A Accou...	invoice # 20052	4,500.00			85,060.35
12/23/2019	9805	Waste Pro	-split-	invoice # 199076	27.74	X		85,032.61
12/24/2019	DEP	Income	312.60 · Better Place - ...	payment numb...		X	5,250.09	90,282.70
12/24/2019	DEP	Income	335.18 · State Revenue...	Payment numb...		X	3,319.66	93,602.36
12/24/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,459.51	X		91,142.85
12/26/2019	9797	Carl L Robinson	-split-		508.63	X		90,634.22

Town of Pomona Park

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Register: 001.101 · General Fund Checking

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/26/2019	DD1700	Alphonso (Al) Willi...	-split-	Direct Deposit		X		90,634.22
12/26/2019	DD1701	Bruce wolfred	-split-	Direct Deposit		X		90,634.22
12/26/2019	DD1702	Donna J Fontana {To...	-split-	Direct Deposit		X		90,634.22
12/26/2019	DD1703	Kelly Krupski	-split-	Direct Deposit		X		90,634.22
12/27/2019	9806	K&D Cleaning	575.341 · Comm Ctr, o...	Com. Center Cl...	250.00	X		90,384.22
12/30/2019	DEP	Income	314.80 · Utility Service...	check # 11882		X	36.67	90,420.89
12/30/2019	DEP	Income	314.30 · Utility Service...	Check # 00095...		X	489.57	90,910.46
12/31/2019	DEP	Income	323.10 · Franchise Tax...	December		X	3,330.66	94,241.12
12/31/2019	DEP	Income	335.14 · Mobile Home ...	Payment numb...		X	43.50	94,284.62
12/31/2019	DEP	Income	311.00 · Ad Valorem T...	Distribution 12...		X	2,628.40	96,913.02
12/31/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,461.50	X		94,451.52

## Administrative Cell Phones & Maintenance Radios

Current & Budgeted: every month for 3 employees for the year @ \$25 hr. = \$900

\$0 expended to date from budget

Proposed addition: 3 Trac Alcatel TCLA1 cell phones for a one time fee of \$24.99 x 3 = \$74.97. Minutes would be purchased as needed \$19.99 for 60 minutes. This would be the only recurring cost as needed.

One time purchase of 4 Motorola Talkabout T605 Waterproof 2-way radios for maintenance communications \$233.68.

\$900 currently in budget - \$74.97 (phones) = \$825.03 - \$233.68 (radios) = \$591.35 left in budget for 29, 60 minute refills at \$19.99 each which we shouldn't need that many refills.

## Sheriff Coverage

Deputy Jerry Gentry (drug canine unit, Halo) has recommended that in order to be able to effectively apprehend alleged drug offenders in our area that extended, night hours would be needed. He has recommended a 6 hour shift from around 10pm-4am would be effective as this is their travel time.

Current & Budgeted: 2 hours every week for the year @ \$30 hr. = \$3120

Proposed addition: 6 hours every month for 8 months @ \$30 hr. = \$1,440

The additional \$1,440 could be taken from the \$6000 we received from the sale of 117 Hill St. which was placed back into General Fund.

## Town Hall Security Cameras

We have had some recent incidents with theft of the traffic cones, vandalism of the fall pumpkins and new holiday decorations that warrants the need for security cameras at Town Hall. In addition, after the office is closed, people are riding skateboards etc. under the walkway which is clearly marked not to do so.

Hills Hardware has been kind enough to try and provide footage from their cameras but under the veil of darkness it is too far away to get tag numbers and facial recognition.

Proposed addition: 5 cameras for a one time fee of \$1587.87 ADT installation.  
Monthly recurring fee of \$89.34 totaling an unapproved \$714.72 but budget will cover this.

The additional \$1,587.87 could be taken from the \$6000 we received from the sale of 117 Hill St. which was placed back into General Fund.  $\$6000 - \$1587.87$  (camera install) =  $\$4412.13 - \$1440.00$  (Sheriff hours) =  $\$2,972.13$  remaining from \$6000 put back into General Fund.

<u>Upcoming Pomona Park Event and Meeting Announcements:</u>	
Conversation with the Mayor	Saturday, January 18, 2020 - 7-9am
CLOSED MARTIN LUTHER KING's BIRTHDAY	Monday, January 20, 2020
Logic Meeting at Community Center	Wednesday, January 29, 2020 - 11am
First Saturday Breakfast	Saturday, February 1, 2020 - 8-10am
Beautification Meeting	Monday, February 3, 2020 - 10am
Town Council Meeting	Tuesday, February 11, 2020 - 6pm
Neighborhood Watch	Thursday, February 13, 2020 - 5:30pm