



TOWN OF POMONA PARK

TOWN COUNCIL & PUBLIC MEETING AGENDA APRIL 14, 2020 – 6:00 PM

VIA TELECONFERENCE. Call 1-888-204-5987 Access Code is 3674654#

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 .

CORRESPONDENCE

- Town Clerk

ADOPT MINUTES OF PREVIOUS MEETINGS, IF ANY

- Town Council Meeting Minutes for 3/10/20. Review Beautification Meeting Minutes 3/9/20.

UNFINISHED BUSINESS INCLUDING COMMITTEE REPORTS

- Kelly Krupski Treasurer – Financial Review, Bills
- Councilwoman Linkswiler, Beautification Committee Liaison – Report
- Councilwoman Mead – Tree Board Meeting

GUEST SPEAKERS

- NONE

PUBLIC HEARING ITEMS

- Proclamation Town of Pomona Park Health Emergency Closures
- Ordinance 2020-4 Amend the Town Charter Section 5.09 to increase the Amount of Expenditures Without Competitive Bidding. Second Reading.

NEW BUSINESS

- Clerk Fontana – Mayor John C. Bergquist Jr. park topographic survey for adult playground \$4500
- Coronavirus – Covid19

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 April 14, 2020**

1. Town Council Meeting Minutes 3/10/2020-----	1-4
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Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, March 10, 2020 (6pm)

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

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 Town resident Ann Marie Mussoline.

Meeting Minutes:

The Mayor requested approval of the Minutes from 2/11/2020. Councilwoman Mead made a Motion for approval of 2/11/20 and it was seconded by Councilman Szatkowski, unanimous to approve.

Guest Speakers:

Shirley Griffin recognized retired Firefighters Ronald Benke & Joseph Perrotti for saving a man's life in Lake Broward. The gentlemen stood up and recanted the story of seeing the man drowning as his waders filled with water and they quickly rushed over and pulled him out and saved his life. She presented them both with a plaque for their heroism. The Mayor gave them all reflector vests to wear when they are picking up trash along highway 17.

Kathy Baker from Jordan & Associates and Mike Tibble from Mittauer & Associates. Kathy reviewed the items on her list for the new direction for the CDBG grant. She spoke of the Uniform Relocation Act that must be followed in the event we must purchase private land to put the sidewalks in. She said sometimes people will donate the property because of the benefits of adding a sidewalk. There is paperwork that I will do when we get to that point. This is only if we don't have sufficient right of way. Clerk explained that the Council had expressed interest in putting in a sidewalk from HWY 17 down 308B. I got 2 estimates for topographical surveys. One was from 17 to Lakeview and that was \$31,000 and from HWY 17 to the Town limit it is \$38,000. We had a total for Engineering and surveys of \$90,000 and so we had approximately \$24,000 for surveys. We are using \$13,500 for the sidewalk surveys on E. Main and Broward and so you would be way over budget to do W. Main (308B). Kathy discussed the need for something to be a safe cross over the railroad tracks. She wasn't sure exactly what that would entail but you can stop the sidewalks before the tracks. The Council decided not to do the sidewalks down W. Main (308B) at this time. On the income you only have to claim your basic income, not retirement, etc. If it is a vacation home, you don't have to be counted. The beach walkway will be leverage and if it's not \$25,000 we can use something else to add to that. Kathy reviewed the remainder of the items and identified the following items that will not be able to be included: Security Cameras (could be leverage). Unmet need will be Mayor's and Hazen Parks bathrooms, if the bids come in lower, then we can add this in to get it done. Kathy explained that we need to proceed with these final items for the application. Right now, you are looking at 93 points just for the activities and then we look at 25 points for leverage, 50 points for engineering, we need to have over 600 which we will. The most points will come in when we start looking at

very low beneficiaries. You will be scoring 125 for low to moderate and 30 points for very low. Moderate will be at 30. Councilman Griffin made a Motion to move forward with the CDBG grant direction which Kathy presented today. Councilwoman Mead seconded the Motion. Motion passed with 1 opposed. Kathy will begin getting the surveyors out here to go door to door.

Public Hearing items:

Mayor Svingala read the Proclamation for Women's Right to Vote. There is a year long celebration for women's right to vote. There is a yellow rose luncheon on 3/28 since the yellow rose was the symbol of the suffragettes at that time.

Mayor Svingala read the Proclamation for Water Conservation Month for April 2020.

Ordinance 2020-1 Amending Compensation of Town Council, Effective February 1, 2021. This was the second reading of this Ordinance. This is the second reading of this Ordinance. Councilman Griffin made a Motion to accept the second reading of Ordinance 2020-1. Councilman Warren seconded the Motion. Councilwoman Mead made a Motion to amend the Mayor's compensation from \$800 to \$600 a month. Seconded by Councilman Griffin. Four voted for the amendment, Councilmen Szatkowski and Warren were opposed. Councilman Griffin made a Motion for the Ordinance to be the Mayor at \$600 a month and the Council members at \$200 a month, seconded by Councilwoman Mead. 5 voted in favor and Councilman Warren opposed. Attorney Sherar determined that this does not constitute a substantive change and will not require another reading. The Mayor and Council concurred.

Ordinance 2020-4 Amend the Town Charter Section 5.09 to increase the amount of expenditures without competitive bidding. This was the first reading of this Ordinance. Councilman Griffin made a Motion to amend the Ordinance to change the \$5000 threshold to \$15,000, seconded by Councilwoman Mead. The Clerk explained that the current \$5000 amount is too low and makes us advertise for bids that we could otherwise be able to shop online to find the best price. Attorney Sherar said you could go to a trade journal and advertise there too but they may not want to bid on something as low as \$5000.00. Clerk said, it is delaying our process because we have to look at multiple ways to advertise instead of just shopping the internet for the best price. It would never be purchased without the Council's approval ahead of time. Even though we are not requiring it to go to bid, the Council would have to approve the purchase. This is to put it on the ballot for the electorate to vote on. Councilwoman Evans asked me to let you all know that although she cannot vote on this today, she wants you all to know that she opposes this. Clerk explained that this would be helpful for used and auction equipment too that is difficult to bid. The Ordinance passed on the first reading with 4 in favor and Councilmen Warren & Szatkowski opposed. Councilman Griffin made a Motion to approve the Motion as amended and Councilwoman Mead seconded. The Ordinance passed on the first reading with 4 in favor and Councilmen Warren & Szatkowski opposed.

Unfinished Business:

Bruce Wolfred – reported that the a/c maintenance contract has been accepted for \$500 annually for bi-annual service on all of our units. \$250 for 6 months for 5 units. The flower bed is complete out front by the sign and under budget by \$30. Took the border that was around it and

reused it at the flower bed that is across from the Community Center. Used shell rock to address potholes and aprons on May St. Continuing right of way reclamation on Keown now. I started work on the Emergency Management Plan and hope to have a draft for the April meeting. I would like to have it ready to implement in the May council meeting. That way we would be ready for the June 1st start of hurricane season.

Treasurer Kelly gave the financial review. There were no questions. Kelly also addressed the vesting schedule for the retirement plan. She explained that a representative had come to explain the plan and the paperwork that he had brought had the vesting schedule at 2 years at 50% and 3 years at 100% and that's what they recommend for small & local government. Our said 3 years so we haven't started the enrollment yet because we were not sure if you wanted to go with their recommendation or if you want to stay with the 3 years. There was discussion and Councilman Griffin made a motion to go with the Florida League of Cities recommendation of 2 years at 50% and 3 years 100%. Seconded by Councilwoman Linkswiler. Vote was unanimous to approve.

Mayor announced that he has found that he doesn't need to have the Maintenance Supervisor here every month and then taking time off during the week for the hours he's here and not being with his crew and the same thing with Kelly. Whatever time she spends here which is well worth it but then she's not at her desk doing what she can there. Unless there is anything to do with a grant or Bruce needs to explain something that he needs for maintenance. Other than that, they are sending out their notes each week and if anybody has questions, they can get in touch with them anytime.

Councilwoman Linkswiler gave an update for Beautification First Saturday Breakfast, served 65 people, proceeds \$359.00. The Valentine basket brought in \$311. Denise Beverly was the winner. Founder's Day is May 16th at 10:00 am and we decided to have it inside of the Community Center. We are trying to find a speaker. Lunch, soda, hotdogs and cake will be served. A motion was made to spend up to \$300 for food for that event. Prices for 3 library signs came to \$137. We want to place them at N. Broward and 17 and E. Main & 17 and at the Community Center. We presented the memory stone to Pat Bergquist's children at her celebration of life. We decided to buy concrete flower pots, one of each front corner of Town Hall and they are \$561 each and shipping is \$400. \$500 of the FPL contribution will go toward this and then we will spend an additional \$1173 to include flowers. Easter egg hunt planned for April 11 at 10:00 am at Mayor's Park, age limit 0-10 years. We will spend up to \$200 for filled eggs and the banner for it. A Mother's day basket will be made for raffle for next month. A work day has been set for Saturday March 14 at 10:00 am to put things behind the stage, please come & help.

Mayor spoke of the Kids Summer program. Doris Carol has several volunteers set up and is asking others if they can help. I had asked the Council if they could start a Parks & Rec fund of \$300. She told me she won't need that, but it will be there. I spoke with Donna about it, we can find the money but either I or Doris would have to come to Donna to get approval on whatever she wants. Even if she wanted to buy a \$17 thing, we have to go to Donna and then go get it and bring a receipt back. Craig confirmed that she has to go through the same procedure as we do for everything else. If its going to stay under the control of the Town, then it has to go through the control as everything else. If you are going to give her \$300 then you just give it to her and she

does whatever she wants with it. Like when you used to make a donation to the Little League. Mayor said, I have a second option, the 4 officers of the PP Senior Program are offering to financially support the children's activities unless someone on the Council has an objection to that. Councilman Griffin made a Motion to donate the \$300 to the program. Councilwomen Mead and Linkswiler seconded the Motion. Councilman Warren said that the Council made the decision not to donate to different organizations and thinks that we should get citizens to donate. Shirley announced that the Lake Broward Association would like to donate the \$300 to the program. We have to get it approved at the next meeting first. Mayor said, then the Senior Program will split that \$300 with LBA. Councilman Griffin removed his Motion and the second was removed also.

New Business:

Councilwoman Mead & Clerk discussed the tree located at 201 E. Main. Clerk Fontana had the arborist review the tree and determined that the tree is failing and should be removed. The report and estimate was given to the Council in the amount of \$3500.00. Councilwoman Mead made a motion to allow the Clerk to negotiate with the homeowner on him cutting the tree down and it was seconded by Councilman Griffin. After discussion the Council agreed that the Clerk should negotiate with the homeowner to see if they will pay for the removal of the tree except the stump because it is over our fire water lines. Attorney Sherar will prepare a Release for the homeowner to sign. The Motion passed with 4 votes and 2 opposed, Mayor Joe and Councilwoman Lynda.

Clerk Fontana explained that Code Violation Notices were sent to two homeowners on Lake St. to remove the driveway paving that was placed over the sidewalk and causing a tripping hazard. They have removed the paving from the sidewalk. Attorney Sherar said first violation is \$50 per day and repeat violations is \$100 per day.

Clerk Fontana just wanted to discuss the State health emergency regarding the Coronavirus COVID-19. I've been emailing updates to you all, I've posted on Facebook hand washing techniques and we've placed these instructions in the Community Center and park restrooms. I requested that Kelly Lake put on our website the links for COVID-19 information. We have to consider how it will affect us. The Mayor and I have discussed emergency shut down procedures. We are updating the laptops to make sure they both allow me and Kelly to work from home in the event that we shut the office down. There was discussion that maybe we could have our meeting at the Community Center to keep separation between people. There was discussion about using teleconferencing. We are investigating if we can do this in an emergency situation. Clerk explained that we 30-50 people a day at the Community Center and they are mostly age 60 and over and they are the highest risk. I asked Mary Garcia if this is something we should be concerned with and she said, "not yet. Just make sure everyone knows to wash there hands and cover their coughs". Councilman Warren believes it is more urgent than that and warns everyone to take it seriously.

Questions and comments. – Shirley announced that Keep Putnam Beautiful is Mar 12, 8am – 12.

Upcoming events: Were reviewed from the packet.

Councilman Griffin made a Motion to adjourn. Adjourned 8:50 pm.

Town of Pomona Park

Beautification Committee

March 9, 2020

PLEDGE TO THE FLAG

MEETING CALLED TO ORDER AT 10:01 AM

NO OUTSTANDING BILLS TO APPROVE

**FEBRUARY 3RD MINUTES READ AND APPROVED BY YVONNE 1ST
AND 2ND BY BUD. MOTION PASSED**

UNFINISHED BUSINESS

**BREAKFAST TOTAL-359.00 – TIPS-15.00 – CHANGE CASHED IN-
17.98 = 391.98 WITH 65 PEOPLE SERVED**

**VALENTINE BASKET TOTAL – 311.00. WINNER WAS DENISE
BEVERLY FROM SENIOR LUNCH.**

**FOUNDERS DAY IS MAY 16. DECIDED TO HAVE INSIDE AT THE
COMMUNITY CENTER AT 10:00. WORKING ON FINDING A
SPEAKER. WILL HAVE A SPEAKER, THEN LUNCH OF SODA AND**

HOT DOGS WITH CAKE. CHECKING WITH BRUCE ON DECORATIONS. MOTION MADE TO SPEND UP TO 300.00 FOR FOOD. YVONNE 1ST AND BECKY 2ND. MOTION PASSED.

DECIDED TO SELL OUR PINS, HATS, AND APRONS, ETC THAT DAY.

PRICES FOR 2 LIBRARY SIGNS AND 2 ARROWS IS 137.76 PLUS SHIPPING. NEED TO CHECK WITH TOWN COUNCIL ON PUTTING SIGNS ON N. BROWARD AND 17, E MAIN AND 17 AND 1 AT COMMUNITY CENTER FOR LIBRARY, AND ARROWS FOR BREAKFAST.

TOWN PUT MULCH AND CONCRETE FOR STONES AROUND TOWN SIGN, LOOKS GOOD!

PRESENTED CHILDREN OF PAT BERQUIST HER STONE.

DECIDED TO CUT BACK ON AMOUNT OF GRITS BEING MADE FOR BREAKFAST, ALSO DECIDED TO MAKE OMELETTES A SPECIAL FOR THE DAY.

NEW BUSINESS

MOTION MADE BY 1ST BUD AND YVONNE 2ND MOTION PASSED - TO BUY FLOWER POTS - ONE FOR EACH CORNER OF TOWN HALL. FLOWER POTS WERE 561.00 EACH, GETTING 2. SHIPPING IS 400.00, PLUS CONCRETE SLABS AND FLOWERS, SUBTRACKING 500.00 (RECEIVED FROM FPL) FROM THE TOTAL

CAME TO 1173.08. DECIDED TO ROUND OFF AT 1200. IN CASE WE NEED MORE FLOWERS.

EASTER EGG HUNT TO BE HELD APRIL 11TH AT 10:00 IN MORGAN PARK. AGES 0 TO 10 YEARS. 0-4 IN THE PLAYGROUND AREA AND 5-10 EVERYWHERE ELSE. BANNER TO BE MADE AND PUT OUT WITH AGE, TIME AND HUNT INFORMATION. MOTION MADE TO SPEND UP TO 200.00 FOR FILLED EGGS AND THE BANNER. BUD 1ST AND YVONNE 2ND. MOTION PASSED.

MOTHERS DAY BASKET TO BE MADE, TICKETS TO BE SOLD. 100.00 WORTH OF STUFF. MOTION MADE BY YVONNE AND RICK 2ND. APPROVED TO PUT IN A 50.00 GIFT CARD.

MOTION TO SPEND UP TO 50.00 EACH MONTH FOR BREAKFAST TABLE DECORATIONS, 1ST BY BECKY, 2ND YVONNE. MOTION PASSED.

WORK DAY SET FOR SATURDAY MARCH 14 AT 10:00 TO PUT STUFF FROM BEHIND STAGE UNDER THE STAGE THAT BELONGS TO THE BEAUTIFICATION COMMITTEE.

MOTION MADE TO ADJOURN WAS MADE AT 11:35, 1ST BY BUD, 2ND BY BECKY. MOTION PASSED.

Town of Pomona Park Transaction List by Date March 2020



Mar 20	Type	Date	Num	Name
	Check	03/03/2020	9890	Jerry Gentry
	Check	03/03/2020	9891	Stephen Taylor
	Liability Check	03/04/2020		QuickBooks Payroll Service
	Check	03/04/2020	9892	Craig Z. Sherar P.A.
	Transfer	03/04/2020		
	Transfer	03/04/2020		
	Transfer	03/04/2020		
	Paycheck	03/05/2020	DD1748	Alphonso (Al) Williams
	Paycheck	03/05/2020	DD1749	Bruce wolfred
	Paycheck	03/05/2020	9893	Carl L Robinson
	Paycheck	03/05/2020	DD1750	Donna J Fontana {Town clerk }
	Paycheck	03/05/2020	DD1751	Kelly Krupski
	General Journal	03/05/2020	89R	Sarlo power mowers inc
	Check	03/05/2020	9894	M&B tree service
	Check	03/05/2020	9895	C & C Vinyl
	Check	03/09/2020	788	C & C Vinyl
	Check	03/09/2020	789	becky filer
	Check	03/09/2020	9896	Craig Z. Sherar P.A.
	Liability Check	03/10/2020		QuickBooks Payroll Service
	Paycheck	03/11/2020	DD1752	CarrieAnn M Evans
	Paycheck	03/11/2020	DD1753	James W Griffin
	Paycheck	03/11/2020	9897	Joseph C Svingala
	Paycheck	03/11/2020	DD1754	Lynda Linkswiler { council }
	Paycheck	03/11/2020	EFT	Patricia L Mead
	Paycheck	03/11/2020	EFT	Robert Warren
	Paycheck	03/11/2020	DD1755	Victor J Szatkowski
	Liability Check	03/11/2020		QuickBooks Payroll Service
	Check	03/11/2020	9899	KC'S Air conditioning & HTG.LLC
	Deposit	03/11/2020	DEP	Income
	Check	03/11/2020	9900	Cit
	Paycheck	03/12/2020	DD1756	Alphonso (Al) Williams
	Paycheck	03/12/2020	DD1757	Bruce wolfred
	Paycheck	03/12/2020	9898	Carl L Robinson
	Paycheck	03/12/2020	DD1758	Donna J Fontana {Town clerk }
	Paycheck	03/12/2020	DD1759	Kelly Krupski
	Liability Check	03/12/2020	E-pay	Capital City Bank payroll taxes
	Check	03/12/2020	9901	ADT
	Check	03/12/2020	9902	Waste Pro
	Check	03/16/2020	9904	Hill's Hardware
	Check	03/17/2020	9905	Aqua Pure Water & Sewage Service, Inc
	Check	03/17/2020	9906	Peninsular Auto Parts
	Check	03/17/2020	9907	Palatka Daily News
	Check	03/17/2020	9908	K&D Cleaning
	Check	03/17/2020	790	Joyce Svingala

Town of Pomona Park Transaction List by Date

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March 2020

Type	Date	Num	Name
Check	03/17/2020	9909	Futch's Tractor Depot, Inc.
Liability Check	03/18/2020		QuickBooks Payroll Service
Deposit	03/18/2020	DEP	Income
Deposit	03/18/2020	DEP	Income
Deposit	03/18/2020	DEP	Income
Deposit	03/18/2020	DEP	Income
Deposit	03/18/2020	DEP	Income
Deposit	03/18/2020	DEP	Income
Paycheck	03/19/2020	DD1760	Alphonso (Al) Williams
Paycheck	03/19/2020	DD1761	Bruce wolfred
Paycheck	03/19/2020	9903	Carl L Robinson
Paycheck	03/19/2020	DD1762	Donna J Fontana {Town clerk }
Paycheck	03/19/2020	DD1763	Kelly Krupski
Check	03/23/2020	EFT	AT&T
Check	03/24/2020	EFT	Cardmember Services
Liability Check	03/25/2020		QuickBooks Payroll Service
Paycheck	03/26/2020	DD1764	Alphonso (Al) Williams
Paycheck	03/26/2020	DD1765	Bruce wolfred
Paycheck	03/26/2020	9910	Carl L Robinson
Paycheck	03/26/2020	DD1766	Donna J Fontana {Town clerk }
Paycheck	03/26/2020	DD1767	Kelly Krupski
Check	03/30/2020	9913	Jerry Gentry
Check	03/30/2020	9914	Stephen Taylor
Check	03/30/2020	9915	Crescent City
Check	03/30/2020	9916	K&D Cleaning
Check	03/30/2020	9917	Putnam County Health Department
Deposit	03/31/2020		

Town of Pomona Park
Transaction List by Date
March 2020

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Memo	Account
Mar 20	
2/27/20 monthly 6 hour shift	001.101 · General Fund Checking (Capital City Ban
02/27/20 17:45-19:45	001.101 · General Fund Checking (Capital City Ban
Created by Payroll Service on 03/03/2020	001.101 · General Fund Checking (Capital City Ban
invoices 10686, 10687, 10677	001.101 · General Fund Checking (Capital City Ban
Funds Transfer	001.101 · General Fund Checking (Capital City Ban
Funds Transfer	001.101 · General Fund Checking (Capital City Ban
Funds Transfer	001.101 · General Fund Checking (Capital City Ban
Funds Transfer	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Reverse of GJE 89 -- For CHK 9793 voided on 03/0	001.101 · General Fund Checking (Capital City Ban
invoice numbers 8632 and 8677	001.101 · General Fund Checking (Capital City Ban
invoice 786377 and 786378	001.101 · General Fund Checking (Capital City Ban
Directional signs for Saturday breakfast.	104.101 · Beautification Committee
material for aprons	104.101 · Beautification Committee
	001.101 · General Fund Checking (Capital City Ban
Created by Payroll Service on 03/09/2020	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Created by Payroll Service on 03/10/2020	001.101 · General Fund Checking (Capital City Ban
invoice # 000019	001.101 · General Fund Checking (Capital City Ban
\$37.44 reimburesment check \$17.98 coin change \$	104.101 · Beautification Committee
	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
59-1502925 QB Tracking # -497965858	001.101 · General Fund Checking (Capital City Ban
March	001.101 · General Fund Checking (Capital City Ban
invoice # 202010	001.101 · General Fund Checking (Capital City Ban
1/27/20-2/26/20	001.101 · General Fund Checking (Capital City Ban
water resample testing	001.101 · General Fund Checking (Capital City Ban
invoice numbers 285336, 285262, 284863, 284522	001.101 · General Fund Checking (Capital City Ban
notice of public hearing	001.101 · General Fund Checking (Capital City Ban
Com. Center Cleaning x1	001.101 · General Fund Checking (Capital City Ban
Restaurant DEPOT	104.101 · Beautification Committee

Town of Pomona Park Transaction List by Date

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March 2020

Memo	Account
Created by Payroll Service on 03/16/2020	001.101 · General Fund Checking (Capital City Ban
Southeastern marketing solutions inc	001.101 · General Fund Checking (Capital City Ban
Circle K	001.101 · General Fund Checking (Capital City Ban
Crescent City	001.101 · General Fund Checking (Capital City Ban
Crescent City	001.101 · General Fund Checking (Capital City Ban
FGUA	001.101 · General Fund Checking (Capital City Ban
FGUA	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
March	001.101 · General Fund Checking (Capital City Ban
k credit card	001.101 · General Fund Checking (Capital City Ban
Created by Payroll Service on 03/23/2020	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
Direct Deposit	001.101 · General Fund Checking (Capital City Ban
3/27/20 monthly 6 hour shift	001.101 · General Fund Checking (Capital City Ban
3/12/20 8:00-10:00	001.101 · General Fund Checking (Capital City Ban
water samples	001.101 · General Fund Checking (Capital City Ban
com center cleaning x1 and office and council cham	001.101 · General Fund Checking (Capital City Ban
March	001.101 · General Fund Checking (Capital City Ban
Interest	102.101 · 1 to 5 Cent MM (1 to 5 Cents Local Optio

Town of Pomona Park
Transaction List by Date

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March 2020

Class	Clr	Split	Amount
Mar 20			
<, General Fund)		521.341 · Law Enforcement Contr Svcs GF	-180.00
<, General Fund)		521.341 · Law Enforcement Contr Svcs GF	-60.00
<, General Fund)		-SPLIT-	-2,491.51
<, General Fund)		-SPLIT-	-3,980.00
<, General Fund)		102.101 · 1 to 5 Cent MM (1 to 5 Cents Local Optio	-1,488.70
<, General Fund)		Bank, Better Place Fund	-4,013.22
<, General Fund)		Bank, Better Place Fund	-5,730.95
<, General Fund)		102.101 · 1 to 5 Cent MM (1 to 5 Cents Local Optio	-1,663.59
R&S	√	-SPLIT-	0.00
Parks	√	-SPLIT-	0.00
R&S		-SPLIT-	-509.63
Financial & Administrative	√	-SPLIT-	0.00
Financial & Administrative	√	-SPLIT-	0.00
<, General Fund)	√	572.521 · Park Operating Supplies GF	78.35
<, General Fund)		-SPLIT-	-2,700.00
<, General Fund)		541.311 · R&S Professional Serv GF	-153.00
		574.484 · Spec Event Prom Activ Beau	-108.00
		574.484 · Spec Event Prom Activ Beau	-28.88
<, General Fund)		541.311 · R&S Professional Serv GF	-1,000.00
<, General Fund)		-SPLIT-	-645.80
Legislative	√	-SPLIT-	0.00
Legislative	√	-SPLIT-	0.00
Legislative		-SPLIT-	-369.40
Legislative	√	-SPLIT-	0.00
Legislative		-SPLIT-	0.00
Legislative		-SPLIT-	0.00
Legislative	√	-SPLIT-	0.00
<, General Fund)		-SPLIT-	-2,491.50
<, General Fund)		-SPLIT-	-430.00
		366.00 · Donations	469.42
<, General Fund)		513.471 · F&A Printing	-186.04
R&S	√	-SPLIT-	0.00
Parks	√	-SPLIT-	0.00
R&S		-SPLIT-	-509.61
Financial & Administrative	√	-SPLIT-	0.00
Financial & Administrative	√	-SPLIT-	0.00
<, General Fund)		-SPLIT-	-4,041.64
<, General Fund)		572.341 · Parks other contractual Svcs GF	-94.29
<, General Fund)		-SPLIT-	-27.63
<, General Fund)		-SPLIT-	-828.38
<, General Fund)		572.311 · Parks Professional Svcs GF	-70.00
<, General Fund)		-SPLIT-	-677.61
<, General Fund)		511.541 · Legis books subs mbrshp GF	-101.50
<, General Fund)		575.341 · Comm Ctr, other contractual GF	-125.00
		574.484 · Spec Event Prom Activ Beau	-51.90

Town of Pomona Park Transaction List by Date

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Class	Clr	Split	Amount
<, General Fund)		-SPLIT-	-1,339.52
<, General Fund)		-SPLIT-	-2,491.52
<, General Fund)		322.00 · Building Permits Income (Building Permits	20.00
<, General Fund)		314.40 · Utility Service Tax - Gas (Utility Service Ta:	51.18
<, General Fund)		323.40 · Franchise Tax - Gas	128.26
<, General Fund)		314.40 · Utility Service Tax - Gas (Utility Service Ta:	130.41
<, General Fund)		314.30 · Utility Service Tax - Water (Utility Service T	514.36
<, General Fund)		314.30 · Utility Service Tax - Water (Utility Service T	613.35
R&S	√	-SPLIT-	0.00
Parks	√	-SPLIT-	0.00
R&S		-SPLIT-	-509.63
Financial & Administrative	√	-SPLIT-	0.00
Financial & Administrative	√	-SPLIT-	0.00
<, General Fund)		-SPLIT-	-130.09
<, General Fund)		-SPLIT-	-291.96
<, General Fund)		-SPLIT-	-2,491.50
R&S	√	-SPLIT-	0.00
Parks	√	-SPLIT-	0.00
R&S		-SPLIT-	-509.63
Financial & Administrative	√	-SPLIT-	0.00
Financial & Administrative	√	-SPLIT-	0.00
<, General Fund)		521.341 · Law Enforcement Contr Svcs GF	-180.00
<, General Fund)		521.341 · Law Enforcement Contr Svcs GF	-60.00
<, General Fund)		572.341 · Parks other contractual Svcs GF	-30.00
<, General Fund)		-SPLIT-	-225.00
<, General Fund)		572.311 · Parks Professional Svcs GF	-30.00
1 Fuel Tax)	√	361.10 · Interest Income (Interest income)	0.78

Town of Pomona Park
Trial Balance
 As of March 31, 2020
 Mar 31, 20

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	Debit	Credit
001.101 · General Fund Checking	41,052.32	
001.102 · General Fund MM	213,869.38	
100.101 · Better Place Checking	279,349.22	
102.101 · 1 to 5 Cent MM	49,169.57	
103.101 · Community Development Grant	0.00	
104.101 · Beautification Committee	11,524.19	
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		160,987.11
001.247 · Opening Balance Equity		86,090.33
320.00 · Unrestricted Net Assets		166,890.19
311.00 · Ad Valorem Tax Income		125,146.19
311.20 · Advalorem Taxes Delinquent		285.14
312.41 · First Local Option Fuel Tax Inc		11,978.12
312.42 · 1 to 5 cents Local Option Fuel		7,800.29
312.60 · Better Place - 1 cent Sales tax		33,999.40
314.10 · Utility Service Tax - Electrici		18,827.96
314.30 · Utility Service Tax - Water		2,927.35
314.40 · Utility Service Tax - Gas		682.47
314.80 · Utility Service Tax - Propane		334.85
315.00 · Communications Services Tax		5,857.03
322.00 · Building Permits Income		199.99
323.10 · Franchise Tax - Electric		12,851.56
323.40 · Franchise Tax - Gas		619.20
335.12 · State Revenue Sharing Income		13,072.64
335.14 · Mobile Home Licenses		292.24
335.15 · State Revenue Sharing - Alcohol		559.36
335.18 · State Revenue Sharing - 1/2 cen		16,395.11
344.90 · Transportation DOT Income		2,358.75
351.10 · Judgements & Fines - County Cri		66.55
361.10 · Interest Income		38.65
366.00 · Donations		7,152.52
369.90 · Other Misc Revenue		7,711.21
TAX	0.00	
511.111 · Legislative Salaries	9,400.00	
511.231 · Legislative Life and Health Ins	1,300.44	
511.241 · Legis workers comp	530.25	
511.251 · Legislative Unemployment Comp	12.70	

Town of Pomona Park
Trial Balance
 As of March 31, 2020
 Mar 31, 20

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	Debit	Credit
511.311 · Legislative Professional Svc GF	3,028.90	
511.341 · Legislativ other contractual GF	143.72	
511.411 · Legislative Comm Svcs GF	395.83	
511.431 · Legis Utilities, elect & w GF	440.12	
511.451 · Legis Insurance GF	744.01	
511.461 · Legis Repair & Maint. GF	322.46	
511.481 · Legis Promotional & Adver GF	1,064.75	
511.49 · Legislative other	70.00	
511.511 · Legis Office Supplies GF	103.84	
511.541 · Legis books subs mbrshp GF	1,718.18	
511.551 · Legislative Training GF	699.00	
511.641 · Legislative Mach & Equip GF	546.79	
513.121 · F&A Wages	40,015.63	
513.141 · F&A overtime	227.81	
513.161 · F&A vacation pay	872.00	
513.171 · F&A sick leave	938.50	
513.231 · F&A Life & Health Insurance	3,367.53	
513.241 · F&A workers comp	530.25	
513.251 · F&A Unemployment Compensation	12.71	
513.311 · F&A Professional Services GF	1,053.64	
513.321 · F&A Accounting & Auditing GF	7,000.00	
513.341 · F&A other contractual svcs GF	549.78	
513.401 · F&A Travel Expense GF	1,576.41	
513.411 · F&A Communications GF	396.30	
513.421 · F&A freight & postage	95.17	
513.431 · F&A Utilities Elect & Water GF	418.14	
513.451 · F&A Insurance GF	994.01	
513.461 · F&A Repair & Maint. GF	370.72	
513.471 · F&A Printing	1,259.54	
513.511 · F&A Office Supplies GF	559.77	
513.521 · F&A Operating Supplies GF	2,767.41	
513.541 · F&A Books subscr memberships GF	784.75	
513.551 · F&A Training GF	1,954.90	
514.311 · Legal Counsel Pro Svcs GF	7,977.50	
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	2,160.00	
521.451 · Law & Security Insurance GF	316.02	
522.231 · Fire Control Life & Health Ins	1,300.44	
522.241 · Fire Control w/c	530.25	
522.251 · Fire Control Unemployment	12.71	
522.431 · Fire Control Electric GF	97.73	
522.451 · Fire Control Insurance GF	464.64	

Town of Pomona Park
Trial Balance
 As of March 31, 2020
 Mar 31, 20

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	Debit	Credit
529.231 · Code Enforcement, Life & Health	1,300.44	
529.241 · Code Enforcement WC	530.25	
529.251 · Code Enforcement Unemployment	12.72	
529.341 · Other Public Safety Code GF	490.00	
529.431 · Code Enforcement Utilities	23.75	
529.451 · Code Enforcement Insurance GF	316.02	
541.121 · R&S Wages	30,488.00	
541.141 · R&S overtime	42.00	
541.161 · R&S vacation pay	96.00	
541.171 · R&S sick leave	1,364.50	
541.231 · R&S Life & Health Insurance	2,534.23	
541.241 · R&S Workers comp	530.25	
541.251 · R&S Unemployment Compensation	12.73	
541.311 · R&S Professional Serv GF	2,433.00	
541.341 · R&S other contractual svcs GF	1,800.00	
541.411 · R&S Communication Telephone GF	213.98	
541.431 · R&S Utilities GF	8,009.73	
541.451 · R&S Insurance GF	344.91	
541.461 · R&S Repair & Maint Serv GF	957.60	
541.491 · R&S Other, legal notices	148.52	
541.521 · R&S Operating Supplies GF	6,033.26	
541.531 · R&S Road Material & Supplies GF	876.52	
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	21,273.20	
571.411 · Library Internet	255.81	
572.121 · Parks & Recreation Wages	22,005.00	
572.141 · Parks Overtime	84.38	
572.171 · Parks sick leave	33.75	
572.231 · Parks, Life & Health Insurance	2,368.47	
572.241 · Parks Workers Comp	530.25	
572.251 · Parks Unemployment Compensation	12.73	
572.311 · Parks Professional Svcs GF	1,019.00	
572.341 · Parks other contractual Svcs GF	750.99	
572.401 · Parks Travel Expense GF	79.34	
572.411 · Parks Communications GF	215.49	
572.431 · Parks Utili Svcs Elec & W GF	1,658.12	
572.451 · Parks Insurance GF	963.53	
572.461 · Parks Repair & Maint GF	2,609.27	
572.521 · Park Operating Supplies GF	1,444.79	
572.524 · Parks Operating Supp Beau	301.18	
572.531 · Parks Park Rd Matererial GF	449.16	
572.642 · Parks Machin & Equip Better PI	13,273.20	
574.231 · Spec Events, Life & Health Ins	1,300.40	

Town of Pomona Park

Trial Balance

As of March 31, 2020

Mar 31, 20

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	<u>Debit</u>	<u>Credit</u>
574.241 · Special Events Workers Comp	530.25	
574.251 · Special Events Unemployment	12.73	
574.431 · Spec Evetns Util Elect GF	23.80	
574.451 · Spec Events Insurance GF	344.92	
574.481 · Spec Events Prom Activit GF	137.83	
574.484 · Spec Event Prom Activ Beau	602.57	
574.514 · Special events beautification	217.73	
574.524 · Spec Event Operati Supplie Beau	2,675.62	
575.231 · Community Ctr,Life & Health Ins	1,300.40	
575.241 · Community Center workers comp	530.25	
575.251 · Community Center Unemployment	12.73	
575.341 · Comm Ctr, other contractual GF	3,550.00	
575.431 · Comm Ctr utility svcs GF	972.20	
575.451 · Comm Ctr Insurance GF	803.90	
575.461 · Comm Ctr Repairs Maint GF	981.30	
575.491 · Comm Ctr other GF	265.95	
575.521 · Comm Ctr Operating Supplies GF	167.71	
575.524 · Comm Ctr Opera Supp Beau	447.83	
660.00 · Employer portion SS & Medicare	8,149.02	
TOTAL	<u><u>854,992.07</u></u>	<u><u>854,992.07</u></u>

PROCLAMATION

THE TOWN OF POMONA PARK FLORIDA

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza; and

WHEREAS, on March 1, 2020, Executive Order 20-51 was issued from Florida Governor, Ron DeSantis declaring a public health emergency for the state of Florida; and

WHEREAS, On March 11, 2020, the World Health Organization announced that the COVID-19 outbreak can be characterized as a pandemic, as the rates of infection continue to rise in many locations around the world and across the United States.

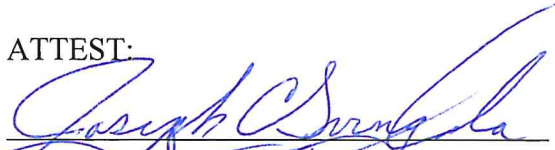

WHEREAS, on March 13, 2020, President Donald J. Trump signed a Proclamation Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

WHEREAS, the Mayor has determined that in the health safety of the community and the town employees that the Town should take immediate action to protect the community and Town employees and help prevent the spread of COVID-19; and

NOW, THEREFORE, be it resolved that by virtue of the authority vested in me as Mayor, of The Town of Pomona Park, as prescribed in the Employee Manual Section 8.10 Emergency Operations, I do hereby proclaim that all Town owned buildings and properties are closed to the public effective March 18, 2020 beginning at 12:01am and will remain closed to the public until the it has been determined that it would be safe to rescind part or all of this proclamation. Essential employees shall be all town employees. Town Clerk and Treasurer will work from their home and Maintenance staff shall continue to work outside and inside Town owned buildings and properties while maintaining required social distancing until or unless a national or statewide quarantine is ordered. At such time, all employees will be mandated to stay home until such quarantine is lifted.

The Mayor of The Town of Pomona Park, Florida is calling upon each citizen and business to help protect and prevent the spread of the Corona virus Disease 2019 (COVID-19) by adhering to the strict orders issued by the CDC and State of Florida Governor Ron DeSantis' office. Please stay home and keep practicing social distancing until these orders are lifted.

ATTEST:

 - Joseph Svingala, Mayor
 - Donna Fontana, Town Clerk

**TOWN OF POMONA PARK
ORDINANCE 2020-4**

**AN ORDINANCE OF THE TOWN OF POMONA PARK, FLORIDA TO AMEND THE
TOWN CHARTER SECTION 5.09 TO INCREASE THE AMOUNT OF
EXPENDITURES WITHOUT COMPETITIVE BIDDING**

WHEREAS, Charter section 8.01 sets procedures for amending the Town Charter, and;

WHEREAS, Florida Statute 166.031 sets procedures for amending municipal charters, and;

WHEREAS, the Town Council has determined the need to amend Charter Article V. Budget Procedures, Section 5.09 – Bids, contracts, expenditures to increase the amount of noncompetitive bid expenditure from \$5000 to \$15,000.00

WHEREAS, The Town Council recommends voter approval of the change as the current limitation is too low and prevents the council from taking advantage of alternative purchasing and the cap of \$15,000.00 is more appropriate.

THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL THAT:

Section 1. Purpose

To allow the Town to purchase equipment that is a small expenditure without the bidding requirement.

Section 2. Language to be changed

- I. Charter Article V. Budget Procedures, Section 5.09 – Bids, contracts, and expenditures shall be amended as follows:

5.09. – Bids, contracts, and expenditures.

Upon approval of the Town Council, the following expenditures may be made without competitive bidding:

- (a) All expenditures, including expenditures for real and personal property acquisition, not exceeding ~~\$5000.00~~ \$15,000.00; however nothing in this section shall prohibit the Town Council from requiring competitive bidding for expenditures under \$15,000.00;
- (b) Expenditures for salaries and contracted personnel services;
- (c) Expenditures for work done in the operation of any Town department;
- (d) Expenditures for parts, supplies and materials necessary to make emergency repairs, to protect property or preserve the peace in the event of an emergency such as a storm, riot, or conflagration;

All expenditures in excess of ~~\$5000.00~~ \$15,000.00 shall be authorized by the Town Council only upon contract to a responsible bidder submitting the lowest or best bid according to written specifications previously prescribed thereof and after publication in a newspaper of general circulation one time of a notice calling for such bids at least ten days before the date of receiving such bids. The Town Council shall reserve the right to reject any and all bids submitted pursuant

to this section.

II. The following question shall be placed on the Tuesday November 3rd, 2020 Ballot:

Town of Pomona Park Charter Amendment concerning the bid requirement.

Shall the Town Charter be changed to permit the Town to make expenditures of up to \$15,000.00 without competitive bidding? This change is necessary because the current \$5000 is too low and creates an overly cumbersome process for small expenditures.

_____ Yes
_____ No

Section 3. 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 4. Conflicts

All Ordinances, or parts of Ordinances, in conflict herewith are hereby superseded or repealed to the extent of such conflict.

Section 5. Effective Date

This Ordinance shall take effect January 1, 2021 upon final passage as provided by law.

	YEAS	NAYS	ABSENT OR NOT VOTING
PASSED ON FIRST READING:	_ 4 _	_ 2 _	_ 1 _
PASSED ON SECOND READING:	_____	_____	_____

**DULY ADOPTED AT A PUBLIC HEARING THE 14th DAY OF APRIL, 2020.
TOWN OF POMONA PARK**

Mayor Joseph Svingala

APPROVED AS TO FORM:

Attest: _____
Donna Fontana, Town Clerk

Craig Sherar, Town Attorney

Upcoming Pomona Park Event and Meeting Announcements:

All events are cancelled except Town Council Meeting until further notice of the Mayor

Neighborhood Watch	Thursday, April 14, 2020 - 5:30pm
Conversation with the Mayor	Saturday, April 18, 2020- 7-9am
First Saturday Breakfast	Saturday, May 2, 2020 - 8-10am
Beautification Meeting	Monday, May 4, 2020- 10am
Town Council Meeting	Tuesday, May 12, 2020 - 6pm
FOUNDER'S DAY CELEBRATION	Saturday, May 16, 2020 - 10am