



**TOWN OF POMONA PARK
TOWN COUNCIL & PUBLIC MEETING AGENDA JUNE 9, 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 on the call can hear.

CORRESPONDENCE

- Town Clerk

ADOPT MINUTES OF PREVIOUS MEETINGS, IF ANY

- Town Council Meeting Minutes for 5/12/20.

UNFINISHED BUSINESS INCLUDING COMMITTEE REPORTS

- Kelly Krupski Treasurer – Financial Review, Bills
- Mayor Joe – Recreation Committee
- Councilman Szatkowski – Road & Streets
- Councilwoman Mead – Tree Board
- Councilman Griffin – Zoning
- Councilman Warren – Code Enforcement

GUEST SPEAKERS

- Cathy Sheffield – Perry St. Land Swap

PUBLIC HEARING ITEMS

- Executive Order 2020-1

NEW BUSINESS

- Councilwoman Evans – Plan for Town office personnel
- 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 June 9, 2020**

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SCRIPT FOR VIRTUAL PUBLIC MEETING

Town Council Meeting- June 9, 2020

Statement of the Mayor

Pursuant to Executive Order No. 20-69, issued by the Office of Governor Ron Desantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

This meeting was advertised on the Town's website, marquee, bulletin board, sent out to the agenda email of those requesting agendas and placed in the Palatka Daily newspaper.

Here are the rules set forth for this meeting. All participants except the Mayor and Clerk shall mute their phones. The Mayor will do a roll call by seat for the Council and Attorney for attendance. Each person will unmute their phone to respond to the roll call and then place themselves back on mute. The Mayor will ask each council member for their feedback on the topic being discussed. After all council members have spoken the Mayor will open the questions and comments on that topic to the public. The citizens must give their name and address prior to their question or comment.

A Council member must identify themselves by name before making their Motion and second. All votes will be taken by the Mayor by roll call vote.

Council members, are you comfortable with all the notice provisions set forth and these uniform rules of procedures we have established for this Virtual meeting? *Await response in the affirmative... then say*
Thank you. We will begin the meeting with the Pledge of Allegiance.

Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, May 12, 2020 (6pm) This meeting was held VIA TELECONFERENCE. Call 1-888-204-5987 Access Code is 3674654#

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, Treasurer Kelly Krupski 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.

The Mayor asked all council members if they were comfortable with all the notice provisions set forth and these uniform rules of procedures we have established for this virtual meeting? The Mayor took a roll call and it was unanimous that all council approved.

Meeting Minutes:

The Mayor requested approval of the Minutes from 4/14/2020. Councilman Griffin made a Motion for approval of 4/14/20 minutes and it was seconded by Councilwoman Evans. Clerk said the minutes are correct, but I had said the amount of the survey at the Mayor’s Park was \$4500 but its not, its \$4200. Mayor said that he also wanted added the accolades to CarrieAnn on how she monitors the beach all the time. Mayor requested that this be added. Unanimous to approve. Councilwoman Evans made a motion to approve Special Meeting Minutes from 2/24/20, seconded by Councilman Griffin, unanimously approved.

Unfinished Business:

Treasurer Kelly gave the financial review. Kelly discussed check number 9923 on 4/15, it is a voided check that was voided because the Sergeant of the Police office gave us the wrong address for the Deputy. I had to make a new check with the correct address. There were no questions.

Clerk Fontana explained that the current budget is included in the packet for the Council’s review in preparation of the 2020/2021 budget cycle. Please look at capital line items and tell me if there is anything that you want added. I will carry over any items not completed this year. I’ve asked Bruce to put together his budget items and provide that to me by the middle of June at the latest. Councilman Warren asked if we were going to have any budget meetings and Donna said yes. He then asked when Bruce was going to leave for the summer? Mayor stated no, he doesn’t know if he’s going yet. Mayor said, I know budget is not until September but when we do our Ad Valorem for the budget that will be effective as of January of 21. Our budget is what became effective as of January 20. I know everyone is well aware Federal government, state government, our government, is going to have some huge problems come 21 because of the lack of income from the Federal government down to us. I don’t have any answers right now but its something that we need to think serious about and how we are going to afford when the time comes. Clerk said its October. Councilman Warren said, doesn’t our budget start in October? Mayor said it does, but its based on our Ad Valorem as of January 1 for when they assess everyone’s property. When the property is assessed they are not assessed on FY its calendar year.

Guest Speakers:

Ron Moats, Auditor with Moats & Associates CPA presented the annual Financial Report. A copy was provided to all Council members and emailed out with the agenda. There were no questions. Ron said in addition to all of the economic burdens, one of the things being forced on governments and nonprofit agencies is the volume of new accounting standards that hitting the profession. What happens is that there are new accounting pronouncements that are coming out related to leases and measurement focus and fiduciary funds. Your staff is probably going to need additional time and training in some of these pronouncements going forward. In addition to the financial burdens that may be in front of us we also have some standard burdens that will fall back on the accounting staff. Mr. Mayor, members of the Council, that concludes my remarks for this evening and if there are any questions, I'd be glad to answer. Mayor said, he wanted to thank you and your staff on how you helped both our Treasurer and Town Clerk this past year. They both were brand new in the government and you were a tremendous help to both of them, the Council and the community. Thank you. The Clerk asked if the Council needs to vote to approve his report and the Mayor and Attorney said no. Attorney said it just gets filed. Clerk asked Ron if it needs to be in the minutes that the Council approved the report. Ron said, the reason that the Auditor presents the report to the Council is because they should be the first one to be able to receive the report. Once they received it then you have to report it to the State of FL and various agencies.

Public Hearing items:

None.

New Business:

Clerk Fontana discussed a citizen request for speed bumps on Prospect St. from Laticia Torres. She was told that it would be placed on the next agenda for the Council meeting and in the meantime I would alert our weekly patrol Deputy about the speeding. I sent an email to MSGT Tommy Owens and to Deputy Gentry. Deputy Gentry did do a detail 2 days after she called, and he said there was no traffic on Prospect St. at all. Councilman Griffin asked Vic, what are there 3 houses on that street. Councilman Szatkowski said, that street belongs to the County it doesn't belong to the Town. The Town sold it to the County in 1965 so we don't have any control. There was no more discussion from the Council. Ms. Torres was not present.

Clerk Fontana discussed a citizen request for cleanup of left side of dock at Middleton Beach. Mayor said, I know we've brought this to the Council twice and its been voted down. Councilwoman Evans asked, how many times are we going to keep asking for this? Mayor said, this wasn't us, the last time was me. When we did our main beach, I didn't see any reason not to do the whole thing. This one didn't come from me or anyone on the Council. This came from the resident that lives right next door and just had her beach front cleaned up. Councilman Griffin stated that the Attorney would need to look this up, but the rule is as I know it, that you can clear 50 feet or 50% whichever is less. Attorney said, there is a 50 foot buffer between water and the upland for anything except water related structures. DEP has regulations that tells you what you can and can't do as far as regulations. Councilman Griffin added that he had heard of someone taking it out and then they had to pay to have it put back and we can't make the decision when we don't know the rules. Councilwoman Evans asked if this was the same person that she had seen with the heavy equipment near the lake. Clerk said, no, this is Doris Carol.

Doris announced that she was on the line and explained that she was not digging up anything that was wet and she wanted to make that clear. Attorney explained that wetlands don't necessarily need to be wet and he explained the different items. Ms. Carol said between the fence and the pier, the grass is extending all the way out toward the dock itself. Attorney asked what's the address and Ms. Carol asked why. We told the Attorney that its our beach. He said, go to the water district and have them come out and explain what you want and if they say its ok, or if they say its not then its not. He said, we are subject to the same regulations as everyone. Mayor said, this is going around in a circle and what Doris is talking about is the Town's property between the gazebo and the fence that's between us and her so I'm going to have Donna see what she can find out about the percentage that Jim said. I don't know if that's true on a public beach. Once we know then the Council can vote on. Ms. Carol clarified that she is not asking for from the beach to the pavilion. She is asking for 10 or 15 feet from the pavilion in towards the beach. Its just extending out farther. Attorney said Bruce has good contacts out there and the Mayor said Bruce can investigate it, definitely. The Mayor said, let us investigate it and get back to you Doris.

There was open discussion regarding the Covid-19 situation. Clerk said, this is just to discuss where we stand. The EOC call was cancelled today. We know that the numbers are still rising in Putnam County. There is one case that is in the 32181 zip code but we aren't sure if that's in the Town or County. I requested that information, but I have not been given that yet. Mayor said, I am getting a lot of pressure about the beach. I can handle that. The main thing is the health and safety of everybody in the community from 1-100 years old. My answer at this point is that I'm not looking at changing anything that we are currently doing in the near future. Councilwoman Linkswiler asked, when will the office will be open again? Mayor said, it will be eventually but not in the near future and when it is open, Lynda, it may not be exactly what we're all used to. You've seen the pictures. It looks like a bank. Along with that, Bruce put in a door to the side of that, between the glass enclosure and the wall. Bruce is going to investigate putting in a rectangle window in the outside door and investigate a buzzer system. That door will stay locked all the time and anyone comes to the door they hit it and the young ladies in the office will each have a way to talk to them, who they are, what their business is. If they have to come in, the ladies will have a remote to open the door. Councilwoman Mead asked about the mail slots. Mayor said if anyone on the Council needs their mail, just give me a call and I'll meet you here. Kelly offered weekly mail drops if they wanted that. Everyone thought that was above and beyond and the Mayor said he can do that. Shirley suggested that Kelly could call them when they have some mail and then they can make arrangements to get it.

Councilwoman Linkswiler said that Judy has resigned as the Beautification President and we don't want to lose this organization. Its been going on for so many years and I'm thinking that we could, right now we aren't having the breakfast anyway so we can table everything until just before the yard sale. We can try to recruit some people and hopefully regroup and keep things going. Our crew are all older and sickly and we've lost them one by one through sickness or death. We just need to all be on the look out for anyone who would like to be a part of it and want to volunteer. Mayor asked Craig, that his wife offered to have a meeting at our home because no buildings are open for anybody whatsoever. Attorney said, you guys can have a meeting, it's a public meeting, its an organization of the Town therefor it has to be posted like a public meeting, where it is anybody is allowed to attend just like they would when the meetings

were held at City Hall. Mayor said, somebody take good notes. Attorney said, the only that needs to be noted is that a certain person is there and they spoke about a particular issue. It is still 10 or less in a gathering. Clerk said, you could do a teleconference like we're doing now. Councilman Warren stated that this is a deadly killer and there is no reason that I can think of for people to congregate. Donna you may be able to set up a teleconference call. Clerk said it only costs around \$41 for the call. Attorney brought up an outstanding bill because there aren't enough people. The Mayor said, no there's enough people but what they agreed to within the committee, with a legal vote was to go ahead and buy a banner and what they didn't do was vote on the amount of money to be spent, so Donna couldn't pay the bill. I wrote Mr. Cooney a check myself and sometime in the future we'll take care of it. Attorney said, with the lady that resigned as chairperson, who would be the next one in charge and how would you get enough people together. It's a 15 person committee and they need a quorum of either 3 or 5. We started out with 9 and went up to 15 to add people from out of town and we've been dealing with this issue of how to keep it going. Mayor said, years ago it wasn't a problem having enough people because there wasn't a lot of work they were doing, but as time moved on and things got more into the 21st century they got more involved with the yard sale, a lot more involved with the monthly breakfast. It's a commitment and you don't get any young people and the elderly can do just so much. Shirley asked, can we put this off until things get a little better and see how they're going in a month or so and come back to this? Clerk said, I did not order the planters yet because I don't have a credit card to order them because Judy's credit card has been turned off now. Kelly said, we have a Beautification debit card that Judy turned in and I collected it and locked it in the cash box. There has been no changes to the account because I don't have anyone to put in the spot to get a new card. Councilwoman Linkswiler said Yvonne is second in command right now so in the past when Joyce was sick and head of the committee the second person stepped in and took care of things. There was discussion about the checking account and several people were talking off mute and it was not recognizable. We do have a checking account and the Council has the signing power for all Beautification checks. Mayor said, there's no problem with how the bills are getting paid. My question was if they could hold a meeting at someone's home and the answer was yes, just get the notification out. Attorney said, if they want to have a meeting the best way to do it is a conference call. Councilman Warren said the amount of people is not the issue. You are still in an enclosed space with the chance of catching this very bad virus and do you really need to get together to do this? Can't it possibly be done by voice? I'm very worried about this virus changing our lives a great deal more than it has already. Thanks for listening to my 2 cents. Councilwoman Linkswiler asked if Beautification has to abide by Sunshine Law? Clerk and Attorney said yes, it is a quasi-government, committee organized under the Town ordinances and its got to abide by the same Sunshine and records laws everybody else does. That's why it has to be a public meeting. Having the meeting isn't a problem just do it by conference call the way we are doing it. Councilwoman Linkswiler asked how long can we go without a meeting before you're saying we are defunct and don't exist. Mayor said, you're not going to be defunct because you are part of the Town. Attorney was going to look it up. Mayor said, Crescent City hasn't had a Council meeting in 2 months. Councilman Griffin said, I have a question that I have for Lynda. Mayor said, well we're down to whatever's happening next month now.

Everything is cancelled because all of the buildings are shut down. The Council meeting will be Tuesday June 9th at 6:00pm. I believe we are going to have conversation with the Mayor this

Saturday, and it will be outside. I will bring a table down from the Community Center so that somebody can sit at the other end of the table and we'll be 6 feet apart. In case someone is curious about what's going on. Sometimes they have questions but don't come to our meetings, but they come and ask questions. Other than that, that's all there is. Craig did you want to speak. Attorney said, the Beautification Committee is supposed to meet on the first Monday following the first Saturday and it needs to have a chairman. Councilwoman Linkswiler said, Yvonne will be the chairman. Attorney said, it's a simple thing, we post a meeting, when was the last time you had a meeting? Lynda said 2 months. Attorney said, well I suggest you schedule a telephone conference meeting for the first Monday following the first Saturday which is the 8th of June and just vote to suspend your meetings until the state of emergency is lifted or whenever. We need to do something to deal with it officially. Clerk said I will send out a correspondence to the Beautification members as well as those people that regularly attend with some different options and then everybody can just let me know what they want to do and I'll set it up. Lynda said, thank you Donna.

Mayor said with that I think we are done for the night and if anybody has anything you want to bring up? Nicole from Keep Putnam Beautiful said, they are interested in participating with the Beautification Committee and we do have an account with Zoom if you would like for us to host an online meeting that has video conferencing. Mayor said, we will have someone from the committee itself get in touch with you because there's no one here that can answer for the committee. We greatly appreciate what you've offered and we're really happy that you're on the line with us.

Questions and comments. – None

Upcoming events: Were reviewed from the packet.

Councilman Griffin made a Motion to adjourn. Adjourned 7:03 pm.

Town of Pomona Park

6/3/2020 1:30 PM

7

Register: 001.101 · General Fund Checking

From 05/01/2020 through 05/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2020	EFT	Florida Blue	-split-	Employee Heal...	2,829.92	X		31,428.73
05/01/2020	9939	Kelly Lake	-split-	invoice # IT-06...	365.00	X		31,063.73
05/05/2020	9941	City of Crescent City	572.341 · Parks other c...	Service charge ...	30.00	X		31,033.73
05/05/2020	9942	Woodland & Rich	541.521 · R&S Operati...	invoice 46509	219.08	X		30,814.65
05/06/2020	DEP	Income	312.60 · Better Place - ...	Payment numb...		X	4,548.59	35,363.24
05/06/2020	9943	Stephen Taylor	521.341 · Law Enforce...	04/09/2020 18:...	60.00	X		35,303.24
05/06/2020		QuickBooks Payroll ...	-split-	Created by Pay...	2,491.49	X		32,811.75
05/06/2020			102.101 · 1 to 5 Cent ...	Funds Transfer	1,522.78	X		31,288.97
05/06/2020			100.101 · Better Place ...	Funds Transfer	5,527.24	X		25,761.73
05/07/2020	EFT	Principal Life Insura...	-split-		207.15	X		25,554.58
05/07/2020	9940	Carl L Robinson	-split-		509.63	X		25,044.95
05/07/2020	DD1793	Alphonso (Al) Willi...	-split-	Direct Deposit		X		25,044.95
05/07/2020	DD1794	Bruce wolfred	-split-	Direct Deposit		X		25,044.95
05/07/2020	DD1795	Donna J Fontana {To...	-split-	Direct Deposit		X		25,044.95
05/07/2020	DD1796	Kelly Krupski	-split-	Direct Deposit		X		25,044.95
05/08/2020	9957	FPL	-split-	May	2,130.14	X		22,914.81
05/11/2020	9944	Futch's Power Depot ...	572.461 · Parks Repair...	PTO switch	114.00	X		22,800.81
05/11/2020	9945	Waste Pro	-split-		29.44	X		22,771.37
05/11/2020	9946	kyocera	513.471 · F&A Printing	Invoice # 55v1...	2.16	X		22,769.21
05/12/2020	9948	Craig Z. Sherar P.A.	514.311 · Legal Couns...		1,000.00	X		21,769.21
05/12/2020	9949	AT&T	-split-	May	129.69	X		21,639.52
05/12/2020	9950	At&t teleconference ...	511.411 · Legislative C...		63.21	X		21,576.31
05/12/2020	9951	Aqua Pure Water & ...	572.311 · Parks Profes...	water resample...	70.00	X		21,506.31
05/13/2020	EFT	Colonial Life	-split-	Memo:COLON...	69.84	X		21,436.47
05/13/2020		QuickBooks Payroll ...	-split-	Created by Pay...	2,466.51	X		18,969.96
05/13/2020		QuickBooks Payroll ...	-split-	Created by Pay...	1,016.95	X		17,953.01
05/14/2020	EFT	Patricia L Mead	-split-			X		17,953.01
05/14/2020	EFT	Robert Warren	-split-			X		17,953.01
05/14/2020	9947	Carl L Robinson	-split-		509.62	X		17,443.39
05/14/2020	DD1797	Alphonso (Al) Willi...	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1798	Bruce wolfred	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1799	Donna J Fontana {To...	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1800	Kelly Krupski	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1801	CarrieAnn M Evans	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1802	James W Griffin	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1803	Joseph C Svingala	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1804	Lynda Linkswiler { c...	-split-	Direct Deposit		X		17,443.39
05/14/2020	DD1805	Victor J Szatkowski	-split-	Direct Deposit		X		17,443.39
05/15/2020	DEP	Income	314.10 · Utility Service...	Deposit		X	2,548.73	19,992.12
05/18/2020	EFT	Cit	513.471 · F&A Printing		186.04	X		19,806.08

Town of Pomona Park

6/3/2020 1:30 PM

Register: 001.101 · General Fund Checking

From 05/01/2020 through 05/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/18/2020	E-pay	Capital City Bank pa...	-split-	59-1502925 Q...	4,844.34	X		14,961.74
05/20/2020	DEP	Income	315.00 · Communicati...	payment numb...		X	1,442.94	16,404.68
05/20/2020		QuickBooks Payroll ...	-split-	Created by Pay...	2,466.50	X		13,938.18
05/21/2020	9952	Carl L Robinson	-split-		509.63	X		13,428.55
05/21/2020	DD1806	Alphonso (Al) Willi...	-split-	Direct Deposit		X		13,428.55
05/21/2020	DD1807	Bruce wolfred	-split-	Direct Deposit		X		13,428.55
05/21/2020	DD1808	Donna J Fontana {To...	-split-	Direct Deposit		X		13,428.55
05/21/2020	DD1809	Kelly Krupski	-split-	Direct Deposit		X		13,428.55
05/22/2020	EFT	Cardmember Services	-split-	D credit card	1,895.88	X		11,532.67
05/27/2020		QuickBooks Payroll ...	-split-	Created by Pay...	2,466.50	X		9,066.17
05/28/2020	DEP	Income	312.42 · 1 to 5 cents L...	payment numb...		X	1,487.30	10,553.47
05/28/2020	DEP	Income	312.41 · First Local Op...	payment numb...		X	2,085.82	12,639.29
05/28/2020	DEP	Income	312.60 · Better Place - ...	paymnet numb...		X	5,771.66	18,410.95
05/28/2020	DEP	Income	335.12 · State Revenue...	payment numb...		X	1,355.16	19,766.11
05/28/2020	DEP	Income	335.18 · State Revenue...	paymeny numb...		X	3,661.32	23,427.43
05/28/2020	DEP	Income	323.10 · Franchise Tax...	Deposit		X	2,727.69	26,155.12
05/28/2020	EFT	Capital City Bank	511.49 · Legislative ot...	Bank service c...	10.00	X		26,145.12
05/28/2020	EFT	Cardmember Services	-split-	k credit card	1,490.44	X		24,654.68
05/28/2020	9953	Carl L Robinson	-split-		509.63	X		24,145.05
05/28/2020	DD1810	Alphonso (Al) Willi...	-split-	Direct Deposit		X		24,145.05
05/28/2020	DD1811	Bruce wolfred	-split-	Direct Deposit		X		24,145.05
05/28/2020	DD1812	Donna J Fontana {To...	-split-	Direct Deposit		X		24,145.05
05/28/2020	DD1813	Kelly Krupski	-split-	Direct Deposit		X		24,145.05
05/29/2020	DEP	Income	311.00 · Ad Valorem T...	Distribution # 10		X	5,135.64	29,280.69

1:38 PM

Town of Pomona Park

Trial Balance

As of May 31, 2020

06/03/20

Accrual Basis

	May 31, 20	
	Debit	Credit
001.101 · General Fund Checking	29,280.69	
001.102 · General Fund MM	213,869.38	
100.101 · Better Place Checking	290,175.79	
102.101 · 1 to 5 Cent MM	52,186.16	
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		160,922.23
001.247 · Opening Balance Equity		86,090.33
320.00 · Unrestricted Net Assets		166,890.19
311.00 · Ad Valorem Tax Income		147,277.94
311.20 · Advalorem Taxes Delinquent		380.19
312.41 · First Local Option Fuel Tax Inc		18,054.16
312.42 · 1 to 5 cents Local Option Fuel		12,302.62
312.60 · Better Place - 1 cent Sales tax		55,131.96
314.10 · Utility Service Tax - Electrici		26,487.55
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		10,061.09
322.00 · Building Permits Income		199.99
323.10 · Franchise Tax - Electric		21,358.42
323.40 · Franchise Tax - Gas		619.20
335.12 · State Revenue Sharing Income		19,656.85
335.14 · Mobile Home Licenses		335.74
335.15 · State Revenue Sharing - Alcohol		559.36
335.18 · State Revenue Sharing - 1/2 cen		26,489.94
344.90 · Transportation DOT Income		4,717.50
351.10 · Judgements & Fines - County Cri		66.55
361.10 · Interest Income		54.47
366.00 · Donations		7,152.52
369.90 · Other Misc Revenue		7,711.21
TAX	0.00	
511.111 · Legislative Salaries	12,600.00	
511.231 · Legislative Life and Health Ins	2,267.04	
511.241 · Legis workers comp	833.50	
511.251 · Legislative Unemployment Comp	40.34	
511.311 · Legislative Professional Svc GF	3,028.90	
511.341 · Legislativ other contractual GF	143.72	
511.411 · Legislative Comm Svcs GF	599.99	
511.431 · Legis Utilities, elect & w GF	572.14	
511.451 · Legis Insurance GF	1,488.02	
511.461 · Legis Repair & Maint. GF	322.46	
511.481 · Legis Promotional & Adver GF	1,064.75	
511.49 · Legislative other	90.00	
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	1,002.58	
513.121 · F&A Wages	54,085.63	
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	5,207.92	
513.241 · F&A workers comp	833.50	
513.251 · F&A Unemployment Compensation	40.35	
513.311 · F&A Professional Services GF	1,333.64	

1:38 PM
06/03/20
Accrual Basis

Town of Pomona Park
Trial Balance
As of May 31, 2020

	May 31, 20	
	Debit	Credit
513.321 · F&A Accounting & Auditing GF	11,200.00	
513.341 · F&A other contractual svcs GF	559.78	
513.401 · F&A Travel Expense GF	1,576.41	
513.411 · F&A Communications GF	537.25	
513.421 · F&A freight & postage	208.17	
513.431 · F&A Utilities Elect & Water GF	550.17	
513.451 · F&A Insurance GF	1,738.02	
513.461 · F&A Repair & Maint. GF	370.72	
513.471 · F&A Printing	1,829.82	
513.511 · F&A Office Supplies GF	797.91	
513.521 · F&A Operating Supplies GF	3,665.89	
513.541 · F&A Books subscr memberships GF	1,515.70	
513.551 · F&A Training GF	1,954.90	
514.311 · Legal Counsel Pro Svcs GF	8,977.50	
514.451 · Legal Insurance GF	632.04	
515.311 · Planning & Zoning GF	872.75	
515.451 · Planning & Zoning, Insurance	632.04	
521.341 · Law Enforcement Contr Svcs GF	2,445.00	
521.451 · Law & Security Insurance GF	632.04	
522.231 · Fire Control Life & Health Ins	2,267.04	
522.241 · Fire Control w/c	833.50	
522.251 · Fire Control Unemployment	40.35	
522.431 · Fire Control Electric GF	135.82	
522.451 · Fire Control Insurance GF	929.28	
529.231 · Code Enforcement, Life & Health	2,267.04	
529.241 · Code Enforcement WC	833.50	
529.251 · Code Enforcement Unemployment	40.36	
529.341 · Other Public Safety Code GF	540.00	
529.421 · Code Enforcement Postage GF	236.50	
529.431 · Code Enforcement Utilities	32.15	
529.451 · Code Enforcement Insurance GF	632.04	
541.121 · R&S Wages	40,128.00	
541.141 · R&S overtime	42.00	
541.161 · R&S vacation pay	688.00	
541.171 · R&S sick leave	1,700.50	
541.231 · R&S Life & Health Insurance	4,041.30	
541.241 · R&S Workers comp	833.50	
541.251 · R&S Unemployment Compensation	40.37	
541.311 · R&S Professional Serv GF	2,457.00	
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	11,308.30	
541.451 · R&S Insurance GF	689.82	
541.461 · R&S Repair & Maint Serv GF	2,060.98	
541.491 · R&S Other, legal notices	148.52	
541.521 · R&S Operating Supplies GF	9,413.62	
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	320.70	
572.121 · Parks & Recreation Wages	29,857.50	
572.141 · Parks Overtime	84.38	
572.161 · Parks vacation pay	224.50	
572.171 · Parks sick leave	78.75	
572.231 · Parks, Life & Health Insurance	3,875.51	
572.241 · Parks Workers Comp	833.50	
572.251 · Parks Unemployment Compensation	40.37	
572.311 · Parks Professional Svcs GF	1,159.00	
572.341 · Parks other contractual Svcs GF	2,299.57	
572.401 · Parks Travel Expense GF	79.34	
572.411 · Parks Communications GF	280.40	
572.431 · Parks Utili Svcs Elec & W GF	2,320.89	
572.451 · Parks Insurance GF	1,927.06	

1:38 PM

06/03/20

Accrual Basis

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**Town of Pomona Park
Trial Balance
As of May 31, 2020**

	May 31, 20	
	Debit	Credit
572.461 · Parks Repair & Maint GF	3,024.71	
572.521 · Park Operating Supplies GF	1,675.08	
572.524 · Parks Operating Supp Beau	301.18	
572.531 · Parks Park Rd Matererial GF	449.16	
572.632 · Parks impr other than bldgs Bet	13,500.00	
572.642 · Parks Machin & Equip Better PI	13,273.20	
574.231 · Spec Events, Life & Health Ins	2,266.97	
574.241 · Special Events Workers Comp	833.50	
574.251 · Special Events Unemployment	40.37	
574.431 · Spec Evetns Util Elect GF	32.22	
574.451 · Spec Events Insurance GF	689.84	
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	2,266.97	
575.241 · Community Center workers comp	833.50	
575.251 · Community Center Unemployment	40.37	
575.341 · Comm Ctr, other contractual GF	3,550.00	
575.431 · Comm Ctr utility svcs GF	1,265.81	
575.451 · Comm Ctr Insurance GF	1,607.80	
575.461 · Comm Ctr Repairs Maint GF	981.30	
575.491 · Comm Ctr other GF	265.95	
575.521 · Comm Ctr Operating Supplies GF	215.62	
575.524 · Comm Ctr Opera Supp Beau	447.83	
660.00 · Employer portion SS & Medicare	10,922.48	
TOTAL	948,332.54	948,332.54

PERRY STREET LAND SWAP HISTORY

Resolution 2017-1 was approved by the Council in January 2017. That Resolution authorized the land swap between the Town, Hills and the Krupski's in order to convey to the Town a 40 foot road easement where Perry St. currently resides. For this conveyance the Town agreed to convey the 40 foot easement where Perry St. is supposed to be between the owners of Hills and PP Pizza. The deal stopped because in the end, the parties could not agree. Now the parties have come to an agreement.

Hills ordered the survey markers so all parties can physically see what is being conveyed.

Hills attorney has prepared an Agreement between the parties to facilitate the land conveyances. The Council will need to approve the Mayor to sign this agreement if this is what you choose to do.

The Resolution should have been an Ordinance. I prepared an Ordinance with the same conveyances identified in the approved Resolution. Unfortunately, we do not have the required 10 days to run the advertisement before the next Council meeting, so we would need 2 special meetings in order to complete this in June.

If you have any questions please ask me before the Council meeting so that I can be prepared with answers for you.

EXECUTIVE ORDER 2020-1

WHEREAS, The fire hydrant located at 561 West Main, also named 308B, was hit by a vehicle on 6/4/2020 and completely knocked off of its base onto the ground. Water was gushing from the fire hydrant so the water valves were closed; and

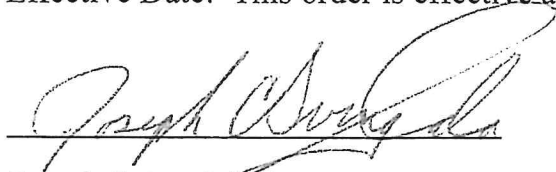
WHEREAS, Water is still flowing underground due to broken pipes underground; and

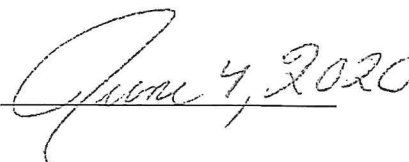
WHEREAS, The inability to have an operating hydrant system effects the fire safety of the entire Town; and

WHEREAS, The estimated cost to repair is ranging from \$1800 to as high as \$4000, which exceeds the Town Clerk's limit for purchasing without Council approval; and

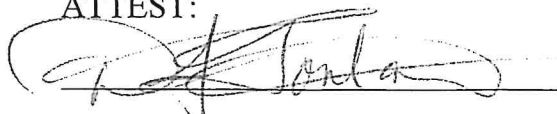
NOW, THEREFORE, I, JOSEPH SVINGALA, as Mayor of the Town of Pomona Park, pursuant to the power vested in the Mayor by Florida Statutes 252.32, I hereby declare that a state of emergency exists in the Town of Pomona Park. I hereby declare that the state of emergency shall exist for 7 days from the date and time of this Order, and that the normal procedures for authorizing expenditures are suspended for this emergency repair only. The Town Clerk is authorized to spend the maximum of \$4500 for the emergency repair of the fire control system.

Effective Date: This order is effective at 12:00pm June 4, 2020.


Joseph Svingala, Mayor

Dated: 

ATTEST:


Town Clerk

Donna Fontana

From: CarrieAnn Evans <CarrieAnn@pomonapark.com>
Sent: Sunday, May 31, 2020 10:43 AM
To: townclerk@pomonapark.com
Cc: finance@pomonapark.com; czsherar@pomonapark.com
Subject: Re: Clerk's Notes

Hi gals,

Some thoughts. I included you both because it pertains you both. I'd like this brought up at the next meeting. I'd like our office opened back up. Limited of course. I feel if certain procedures are followed it can be done safely.

1. Your desks are most definitely 6 feet apart.
2. No reason for Carl and Al to be in your area. If Bruce needs to be in the office area he should mask up and wash hands or sanitize.
3. Front door to remain locked, with a sign on it that only (1) person may be in the office at a time. To call from their vehicle get their name, phone number and you will call them to come in when it is their turn. They should understand that there may be an extended wait depending on the person in front of them's business. Or it can be done by appointment only. Given a set time to be there and still checking in from the car.
4. Said person entering must be wearing a mask and sanitize there hands before approaching the newly built protective counter.
5. Pens can be bought very cheaply (nothing fancy with the towns name on it) that they can be given to the person.
6. Counter and door handles should be wiped down with bleach and water or Labeled for corona virus wipes. (Clorox).
7. You both have a phone at your desk so only 1 person should be using it . It should be wiped down often.
8. Your temp should be taken twice a day and recorded in a log.
9. You may wear a mask all the time in the office if you so choose. Or just when you approach the counter.
10. I believe if you make it a habit of not touching your face (it's harder than you think) but it is the way of entry for most illnesses. Wash or sanitize your hands often. Before and after putting a mask on. You can safely work again from the office.

Thank you for all that you do.
 CarrieAnn

Sent from my iPad

On May 29, 2020, at 5:21 PM, Donna Fontana <townclerk@pomonapark.com> wrote:

Good afternoon everyone. This was a short week with the Memorial Day holiday. My kids ended up coming up here and that was wonderful.

- I attended the weekly EOC Zoom meeting. They are starting to discuss organized sports and when to open that back up but do not have any plans yet.
- Sent Ordinances to Craig for his signature.
- Sent Ordinance to Charles Overturf for him to have for the ballots in November.
- Spoke with Charles Overturf about setting up a day and time to review the election requirements with Council individually or as a

Upcoming Pomona Park Event and Meeting Announcements:

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

Conversation with the Mayor	Saturday, June 13, 2020 - 7-9am
Neighborhood Watch	Thursday, June 18, 2020 - 5:30pm
HAPPY INDEPENDENCE DAY Employees off Friday 7/3	Saturday, July 4, 2020
First Saturday Breakfast	Saturday, July 4, 2020 - 8-10am
Beautification Meeting	Monday, July 6, 2020 - 10am
Town Council Meeting	Tuesday, July 14, 2020 - 6pm