



TOWN OF POMONA PARK

TOWN COUNCIL & PUBLIC MEETING AGENDA March 08, 2022, 6:00 PM

AT TOWN HALL FOR COUNCIL MEMBERS & PUBLIC

PLEDGE TO FLAG- MOMENT OF SILENCE for Richard Wotring, Joann Johnson Shultz and Richard Sumner

CALL MEETING TO ORDER AND WELCOME VISITORS

CORRESPONDENCE

- Town Clerk

Adopt Minutes of Previous Meetings

- Meeting Minutes 02/08/2022

Unfinished Business Including Committee Reports

- Check Register, Financial Review- Kelly Krupski Treasurer
- Beautification- Councilwoman Linkswiler

Guest Speakers

- None

Public Hearing Items

- None

New Business

- James Moore Invoice
- Audit Response
- Upcoming Events

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 March 8, 2022**

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Town of Pomona Park – Town Council Meeting

Minutes

Tuesday, February 8, 2022 (6:00 pm) This Meeting was held at Town Hall for Council & Public

Mayor Joseph Svingala presided. Present Councilwoman CarrieAnn Evans, Councilwoman Lynda Linkswiler, Councilwoman Pat Mead, Councilman Victor Szatkowski, Councilman Bud Eckels, Councilman Dr. Warren, Town Clerk Andrea Almeida, Deputy Clerk Kelly Krupski (attended by phone)

Mayor Joseph Svingala led in the pledge to the flag. The meeting started at 6:02 pm.

Town Clerk Andrea read the Correspondence list.

Minutes of Council Meeting: Councilwoman Evans motioned to adopt meeting minutes 1/11/2022. Councilman Szatkowski 2nd the motion. The Vote was unanimous.

Unfinished Business: Treasurer Kelly Krupski asked if anyone had questions of the financials. No questions were asked about financials.

Beautification- No Meeting- no breakfast until the Community Center Steps are completed.

Tree Board: Councilwoman Mead gave an update that the Town received stickers for reaching 31 years along with a new plaque.

Guest Speakers

None

Public Hearing Items

None

New Business:

The Council took time out to talk about the loss of Town Attorney Craig Sherar. Each Council member briefly said a few kind words.

Mayor Joseph Svingala stated that Mayor Myers of Crescent City reached out to him to offer condolences and mentioned her attorney would like to be in touch with him. Mayor Svingala had Bobby Pickens of Holmes, and Young Law Firm contact him. Mayor Svingala explained that Bobby Pickens offered his services with Holmes and Young Law Firm to represent the Town of Pomona Park for six months at the cost of \$1000 a month with one meeting and four billable hours.

Councilwoman Evans made a motion to accept the terms of Holmes and Young Law Firm for six months at the quoted rate. Councilman Eckels 2nd the motion. Councilwoman Mead questioned

the cost of a special meeting. The answer is unknown at the moment. Town resident Larry Flayman suggested that it might come out of the billable hours. Town Resident Martha Mann agrees to the selection of Bobby Pickens as the new Town Attorney for Pomona Park. His family is very well known in the area, and he is up and coming.

The Vote passed unanimously.

Town Clerk Andrea asked the Council how they would like to proceed for a memorial for the funeral of Craig Sherar, and the family has asked not to send flowers. Instead, they have suggested that a donation be sent to S.A.F.E. Mayor Svingala suggested the amount of \$200 be sent to the foundation in Craig Shear's name. Councilwoman Evans made the motion to donate \$200 to S.A.F.E. in lieu of flowers in memorial of Craig Sherar. Councilwoman Mead 2nd the motion. Councilman Warren states that we cannot use the town money to donate. It was reiterated that it was being given as a memorial for Craig and not a donation to an organization. The Vote was 6-1. Councilman Warren is not in favor

Upcoming events were reviewed. Chat with the Mayor Sat. 2-12 7-9 am. No 1st Saturday Breakfast for March.

Councilwoman Evans motioned to adjourn.
Meeting adjourned at 6:33 pm.

Town of Pomona Park

3/3/2022 10:52 AM

Register: 001.101 · General Fund Checking

From 02/01/2022 through 02/28/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2022	10561	Crescent City	572.311 · Parks Profes...	water samples ...	30.00			369,494.79
02/01/2022	10563	Florida Municipal In...	-split-	invoice # 3474...	9,627.75			359,867.04
02/01/2022	10565	Northeast Florida Le...	511.541 · Legis books ...	2021-2022 ann...	75.00			359,792.04
02/01/2022	10566	Craig Z. Sherar P.A.	514.311 · Legal Couns...	invoice # 1079...	660.00			359,132.04
02/01/2022	10567	FPL	-split-		1,954.41			357,177.63
02/01/2022	10569	Econo Signs	541.521 · R&S Operati...	invoice # 10-97...	107.80			357,069.83
02/01/2022	10570	Palatka Daily News	511.541 · Legis books ...	invitation to bid	130.48			356,939.35
02/02/2022	DEP	Income	335.14 · Mobile Home ...	payment # 037...			33.50	356,972.85
02/02/2022	DEP	Income	335.15 · State Revenue...	payment # 037...			34.96	357,007.81
02/02/2022		QuickBooks Payroll ...	-split-	Created by Pay...	2,569.91			354,437.90
02/03/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit		X		354,437.90
02/03/2022	DD	Andrea J Almeida	-split-	Direct Deposit		X		354,437.90
02/03/2022	DD	Bruce wolfred	-split-	Direct Deposit		X		354,437.90
02/03/2022	DD	Kelly Krupski	-split-	Direct Deposit		X		354,437.90
02/03/2022	10560	Carl L Robinson	-split-		526.32			353,911.58
02/09/2022		QuickBooks Payroll ...	-split-	Created by Pay...	2,559.42			351,352.16
02/09/2022		QuickBooks Payroll ...	-split-	Created by Pay...	1,015.20			350,336.96
02/10/2022	E-pay	Capital City Bank pa...	-split-	59-1502925 Q...	4,333.48			346,003.48
02/10/2022	10575	municipal Code Corp...	511.311 · Legislative P...	Online code ho...	700.00			345,303.48
02/10/2022	10576	Waste Pro	-split-	invoice # 0000...	31.40			345,272.08
02/10/2022	10577	K&D Cleaning	575.341 · Comm Ctr, o...	com center clea...	250.00			345,022.08
02/10/2022	10578	kyocera	513.471 · F&A Printing	Invoice # 55v1...	89.72			344,932.36
02/10/2022	10579	T Mobile	-split-		151.19			344,781.17
02/10/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Andrea J Almeida	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Bruce wolfred	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Kelly Krupski	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	CarrieAnn M Evans	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Joseph C Svingala	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Lynda Linkswiler { c...	-split-	Direct Deposit		X		344,781.17
02/10/2022	DD	Patricia L Mead	-split-					344,781.17
02/10/2022	DD	Robert Warren	-split-					344,781.17
02/10/2022	DD	Victor J Szatkowski	-split-	Direct Deposit		X		344,781.17
02/10/2022	10571	Carl L Robinson	-split-		526.32			344,254.85
02/10/2022	10572	Forest P Eckels	-split-		184.70			344,070.15
02/14/2022	10580	Hill's Hardware	-split-	09/03/2021-09/...	620.54			343,449.61
02/16/2022		QuickBooks Payroll ...	-split-	Created by Pay...	2,559.44			340,890.17
02/17/2022	DEP	Income	335.12 · State Revenue...	payment # 039...			2,842.18	343,732.35
02/17/2022	10581	Peninsular Auto Parts	-split-	invoice number...	114.15			343,618.20
02/17/2022	10583	Producers Ace Hard...	513.461 · F&A Repair ...	Reference # 79...	172.93			343,445.27

Town of Pomona Park

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3/3/2022 10:52 AM

Register: 001.101 · General Fund Checking

From 02/01/2022 through 02/28/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/17/2022	10585	AT&T	-split-	invoice 287283...	129.69			343,315.58
02/17/2022	10586	Uline	575.521 · Comm Ctr O...	invoice # 1445...	122.20			343,193.38
02/17/2022	10587	Aqua Pure Water & ...	572.311 · Parks Profes...	invoice # 85372	70.00			343,123.38
02/17/2022	10588	FGUA	-split-	service from 01...	88.98			343,034.40
02/17/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit		X		343,034.40
02/17/2022	DD	Andrea J Almeida	-split-	Direct Deposit		X		343,034.40
02/17/2022	DD	Bruce wolfred	-split-	Direct Deposit		X		343,034.40
02/17/2022	DD	Kelly Krupski	-split-	Direct Deposit		X		343,034.40
02/17/2022	10582	Carl L Robinson	-split-		526.32			342,508.08
02/18/2022	DEP	Income	315.00 · Communicati...	payment # 040...			2,262.89	344,770.97
02/23/2022		QuickBooks Payroll ...	-split-	Created by Pay...	2,559.44			342,211.53
02/28/2022	DEP	Income	312.41 · First Local Op...	payment numb...			2,241.30	344,452.83
02/28/2022	DEP	Income	335.18 · State Revenue...	payment # 041...			4,379.72	348,832.55

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James Moore

Certified Public Accountants and Consultants

5931 NW 1st Place, Gainesville, Florida 32607-2063
 DAB: 386-257-4100 * DED: 386-738-3300 * GNV: 352-378-1331 * TLH: 850-386-6184 * OCF: 352-369-1120

Town of Pomona Park
 1775 US Hwy 17
 PO Box 518
 Pomona Park, FL 32181-0000

Date: 12/31/2021
 Invoice Number: 742350
 Client Number: 513006

Services rendered in connection with audit of financial statements - Progress Bill \$3,000.00

Invoice Total: \$3,000.00
 Prior Balance: \$3,500.00
 Current Amount Due: \$6,500.00

Current Due	31 - 60 Days	61 - 90 Days	91 - 120 Days	Over 120 Days	Balance
\$3,000.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00

PLEASE MAIL CHECKS TO JAMES MOORE & CO., P.L., 5931 NW 1ST PL, GAINESVILLE, FL 32607-2063
 NET DUE AND PAYABLE UPON RECEIPT. A FINANCE CHARGE OF 1 1/2% PER MONTH WILL BE ADDED ON PAST DUE AMOUNTS, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%.

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WILTON SIMPSON
President of the Senate

CHRIS SPROWLS
Speaker of the House



**THE FLORIDA LEGISLATURE
JOINT LEGISLATIVE AUDITING COMMITTEE**



**Representative Ardian Zika, Chair
Senator Dennis Baxley, Vice Chair**

Senator Jim Boyd
Senator Jennifer Bradley
Senator Janet Cruz
Senator Victor M. Torres, Jr.

Representative Webster Barnaby
Representative Tracie Davis
Representative Anna Eskamani
Representative Jenna Persons-Mulicka
Representative Keith L. Truenow

January 28, 2022

The Honorable Joseph Svingala, Mayor
Town of Pomona Park
PO Box 518
Pomona Park, FL 32181-0518

RESPONSE REQUIRED – REPEAT AUDIT FINDINGS

Dear Mayor Svingala:

You are receiving this letter as the Mayor of the Town of Pomona Park based on the most current public records available to our office. If you no longer hold this position, please forward this letter to the current Mayor.

Section 218.39(8), *Florida Statutes*, requires the Auditor General to notify the Joint Legislative Auditing Committee (Committee) when a municipality has failed to correct an audit finding that has been reported in three successive audit reports. The Committee may then require the municipality to provide a written explanation of the status of corrective action that has been taken. If the explanation is either not provided or determined to be not sufficient, the Committee may require the chair of the governing body of the municipality to appear before the Committee.

On December 2, 2021, the Committee adopted a motion to direct the Town of Pomona Park (Town) to provide a written explanation of the status of corrective action that has been taken (Response) to the Committee. For the audit finding that was reported in the FY 2019-20 audit report and also in the two preceding audit reports, the Response should either explain why full corrective action has not been taken or, if the governing body intends to take full corrective action, describe the corrective action to be taken and when it will occur. Please see the enclosure for the audit finding that requires a Response.

You may access this audit report from the Auditor General’s website (<https://FLauditor.gov>). Select “Reports” and then “Reports Submitted to the Auditor General.” At the bottom of the page, under the heading “Reports Submitted by Entity Type,” select ‘Municipalities,’ and then select ‘Pomona Park’ and the report for the ‘FY 2019-20 fiscal year.’

Kathryn H. DuBose, Coordinator
111 West Madison Street, Room 876, Claude Pepper Building, Tallahassee, Florida 32399-1400
Telephone (850) 487-4110 Fax (850) 922-5667
jlac@leg.state.fl.us

The Honorable Joseph Svingala, Mayor
Town of Pomona Park
January 28, 2022
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A certain other audit finding has been reported to the Committee that relates to an area that may never be fully resolved due to limited staff and resources of a small entity. However, the Committee approved to waive a written response for such a finding that was also included in the FY 2019-20 audit report because the Town previously provided a detailed response relating to this finding.

The following guidance is provided to assist you in your Response:

- If the audit finding has been corrected and was not included in the audit report for FY 2020-21, please indicate such in the required Response.
- If the audit finding has not been corrected, please explain the corrective action(s) being taken to resolve the audit finding. While we understand that the audit report referenced in this letter contained a written response to the finding included in the audit report, we are requesting a Response with an updated status of the corrective action(s) being taken. Please do not provide just a copy of the written response from your 2019-20 fiscal year audit report.

Please provide the written Response by April 11, 2022. You may address it to The Honorable Ardian Zika, Chair, Joint Legislative Auditing Committee, and send it to the Committee's office using one of the following methods:

E-mail: jlac@leg.state.fl.us
Fax: 850-922-5667
Mail: 111 W. Madison St., Rm. 876; Tallahassee, FL 32399-1400

Please note that your Response will be posted on the Committee's website.

Thank you for your cooperation.

Best regards,



Representative Ardian Zika
Chair



Senator Dennis Baxley
Vice Chair

Enclosure

cc sent by email: Andrea Almeida, Town Clerk, Town of Pomona Park

Upcoming Pomona Park Event and Meeting Announcements:

Chat with the Mayor- Town Hall	Saturday, March 12, 2022 7-9 am
1st Saturday Breakfast -Community Center	Saturday, April 5, 8-11
Beautification Meeting- Town Hall	Monday, April 7, 2022 6:00 pm
Town Council Meeting - Town Hall	Tuesday, April 12, 2022 6:00 pm
Work Shop for ARPA FUNDS	TBD



INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS FOUNDATION

Mission Statement: The IIMC Foundation is a diverse team of volunteers who are passionately committed to raising endowed dollars whose earnings help IIMC pursue its educational objectives.

January 20, 2022

Andrea Almelda
Town Clerk
Town of Pomona Park
P.O. Box 518
Pomona Park, FL 32181-0518

Dear Andrea:

Congratulations! The Scholarship Committee of the IIMC Foundation has awarded you a Jim Tinnin Online Learning Scholarship for the 2022 year. The amount of the scholarship is a \$100.00 reimbursement.

The Scholarship must be used in the 2022 calendar year and may be applied to any online learning opportunity listed on the IIMC website. The funds are paid directly to you following your completion of the program and receipt of proof of attendance. When you are ready to seek reimbursement, please [complete this form](#) attaching your certificate of completion and a copy of your payment receipt. The Foundation will issue your reimbursement check directly.

If you have questions regarding the scholarship or the reimbursement, reach out to Ashley DiBlasi, IIMC Director of Certification and Conference Program at ashley@iimc.com.

I hope that you enjoy the online learning experience. Again, congratulations.

Sincerely,

Mary Lynne Stratta, MMC
IIMC Foundation President