



TOWN OF POMONA PARK

TOWN COUNCIL & PUBLIC MEETING AGENDA August 4, 2022, 6:00 PM

AT TOWN HALL FOR COUNCIL MEMBERS & PUBLIC

PLEDGE TO FLAG- MOMENT OF SILENCE for Donald Davis

CALL MEETING TO ORDER AND WELCOME VISITORS

CORRESPONDENCE

- Town Clerk

Adopt Minutes of Previous Meetings

- Meeting Minutes 07/12/2022, Special Meeting 7/28/2022, Budget Workshop 7/28/2022, 08/04/2022

Unfinished Business Including Committee Reports

- Check Register, Financial Review- Kelly Krupski Treasurer
- Beautification- Councilwoman Linkswiler
- Code Enforcement- Councilman Dr. Warren, Clerk

Guest Speakers

- David Donaldson- Pomona Park/Lake Como Cemetery

Public Hearing Items

- None

New Business

- Attorney Bobby Pickens- Interlocal Floodplain Management
- Town Clerk Andrea- Resolution 2022-3
- Councilman Dr. Warren- Council Wages
- Larry Flayman-Town Signs
- Martha Mann-Monster Mash Dance
- Mayor Joe-Proposed Pier
- Town Clerk-James Moore Invoice
- Town Clerk- Clerk School
- ARPA Update- Kayak Launch
- 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.

**Town of Pomona Park
Correspondence List for August 09, 2022**

1. Council Meeting Minutes 07/12,07/28,08/04/2022-----	1-10
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3. Beautification Minutes-----	13-16
4. Flood Plain Interlocal-----	17-20
5. Resolution 2022-3-----	21-22
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7. James Moore Accountant Invoice-----	24
8. Clerk Conference-----	25
9. Upcoming Events-----	26-28

Town of Pomona Park – Town Council Meeting Minutes
Tuesday, July 12, 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), Bruce Wolfred Maintenance Supervisor.

Town Council Meeting July 12, 2022

Mayor Joseph Svingala led in the pledge to the flag. The Meeting started at 6:03 pm.

Town Clerk Andrea read the Correspondence list.

Minutes of Council Meeting

Councilwoman Evans motioned to adopt the minutes of June 14, and Special Meeting June 16, Councilman Dr. Warren 2nd the motion. The vote was unanimous.

Unfinished Business:

Deputy Clerk Kelly reviewed the financials. No questions asked.

Beautification, Councilwoman Linkswiler gave a review on the 4th of July event. \$82 for the raffle baskets, \$180 for the concession stand. \$299 from Breakfast. A total of \$1386 was brought in. Some items purchased will be used with future projects.

Martha Mann asked to speak on a proposed Labor Day Event. To be hosted at the Community Center from 10-5. A block party with vendors, food trucks, inside and out. They would like to set up handicap parking across the street at the small lot. The beautification committee is asking the town to cover the cost of a deputy. Also, a till of \$125 to be kept in the front office for events. A discussion was had about the expenses of the events and how much is being brought in by the committee. Signs were purchased for \$450 for more events. Feedback was given on issues with parking and the gift baskets.

Councilman Eckels motioned to approve the Labor Day event and Councilwoman Linkswiler 2nd the motion. The vote was unanimous.

Councilwoman Evans made a motion to approve for a deputy for the Labor Day Event up to 5 hours to be at the Community Center. Councilwoman Linkswiler 2nd the motion. A discussion was had on the effectiveness of the deputies. The vote was unanimous.

A meeting will be set up between the new chair of beautification Martha Mann, the Mayor, and Town Clerk and one non-voting person of Martha's choice to review policy and procedures.

Committee Reports-

Parks & Recreation Mayor Joe- We are getting closer to going out to bid for the CDBG projects, it's looking like August or September. Some items need improvements at the parks such as the pickleball court and the small kid's toys. The FDRAP is used for just that upgrading the parks.

Public Works Bruce Wolfred- No injuries since have been hired on in 2019, saving the Town money. No major equipment has been out of commission in the last quarter. 107 bags of garbage have been removed from the roadways. The new marquee and flashing stop signs have been installed. The steps and back deck at the community center have been painted. We have added a new team member Jeff. We have started with the new software program for Public Works, its up and fully running. We have officially received approval for the shop. The Ball field has been prepped for the July 3rd event. Conducted the annual audit and inventory and everything is accounted for. Two fallen oaks have been removed. 30 loads of fallen debris & tree limbs have been hauled away. Bruce spoke to the Council on the need for a new chain saw with all the tree work that is being done. He is looking at a 24inch around \$500. Mayor Joe asked about the need to rent a mulcher. Bruce will look into the cost a chipper for the next meeting.

Update on the Florida Clean Air Act-The Governor has approved the Bill. An Ordinance will need to be written up to bring to the Council to approve.

New Business:

Town Clerk Andrea read Ordinance 2022-1 by title only. Councilman Warren motioned to adopt 2022-1. Councilwoman Linkswiler 2nd the motion. A discussion was had. This will need to go to the voters if approved by Council. A vote was had 6-1 with Councilman Eckels opposed.

Trim Town Clerk Andrea-reviewed the Rollback rate of 4.4418 and explained that it was due to the updated Tangible property value from the audit.

Weed Removal at the Beach- Town Clerk Andrea the swimming area at the beach needs to be cleared and we have had an offer of \$1,400 to clean the area. Public Works Bruce explained to properly keep the area clean it will need to be chemically sprayed. Treasurer Kelly explained that we still have money in the budget for the beach. Councilwoman Evans motioned to allow spending up to \$5,500 from the budget to clean the beach area. Councilman Warren 2nd the motion. The vote was unanimous.

Town Clerk- Website Andrea explained the need for a new updated user-friendly town page. Town Clerk explained the benefits of Civic Plus and the cost associated with a new page. Councilwoman Evans motioned to allow Civic Plus to create a new website for the town along with the yearly cost. Councilman Eckels 2nd the motion. A discussion was had. The vote was unanimous.

Removal of Town Asset- Removal and disposal of Fridge located at Ballfield concession stand. Councilwoman Mead motion to allow the removal and disposal of the Fridge, Councilwoman Evans 2nd the motion. The vote was unanimous.

Mayor Joe Photo Contest- approved to allow a photo contest for the town.

ARPA update

Reviewed

Public Comments- Martha Mann asked the Council about having a dance in August. It was suggested to move it to next months agenda for approval.

Budget Workshops for July 28, August 4, August 18 at 6pm
Councilwoman Mead motioned to approve and Councilman Warren 2nd the motion. The vote was unanimous.

Upcoming Events reviewed

Councilwoman Mead made a motion to adjourn. 8:30pm.

4

Town of Pomona Park – Town Council Special Meeting Minutes
Thursday, July 28, 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

Special Meeting July 28, 2022
Town Council Meeting

The meeting started at 6:03 pm

Town Clerk read the Ordinance 2022-1 by title only.

Councilwoman Evans made a motion to approve Ordinance 2022-1. Councilman Dr. Warren's 2nd the motion.

The Vote was 6-1

Councilman Eckels voted no.

Councilwoman Evans motioned to adjourn at 6:04 pm.

Town of Pomona Park – Town Council Budget Workshop Minutes
Thursday, July 28, 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

The Meeting started at 6:05 pm.

Kelly begins with expenditures, and the right column will be for the new budget Where the Town will go, what new activities, wages, patrol.

Mayor Joe started with new items, no new projects CDBG coming, and involved the Public Works crew. More funding is coming soon. Funding coming by spent by 26 designated by 24. We can always make adjustments.

Do any council members have special projects

Martha Mann asked about the general budget and A and B street. Bruce has put in to get the materials. The fuel charge is the problem. It was asked about the ARPA funding and the roads. A, B, and May street are in the works waiting on materials.

\$2,000 was put into the budget and the mixing board. It has not been updated as of yet. Keep the line item in the budget.

Training for legislative budget \$1000/Travel \$500

Legal Counsel

Salaries

Mayor

Councilmembers

Public Works Al 50 cents that will bring him up to the new hire

Kelly at \$20

Andrea \$23 suggested

Kelly said that Bruce's suggestion was Al is the only one that needs the raise

Councilwoman Evans thinks around 22 and 20 for Kelly.

Councilwoman Linkswiler agrees to 20 for Kelly and 22 for Andrea

Councilman Eckels agrees to the \$23

Councilwoman Mead suggests Andrea pay \$25 and \$20 for Kelly

Councilman Dr. Warren \$23 for Andrea and \$20 for Kelly

Larry Flayman would like to ask what the ladies want
Kelly said she would give all of her raise money away.
Mayor Joe asked about the attorney and his pay. Andrea explained that it would stay precisely the same at \$10,000 for the year.
Councilwoman Evans likes that our Town doesn't have all the controversy
Councilwomen Evans and Linkswiler said the same thing to raise the Clerk's pay to \$23.

Larry Flayman said that working with Andrea is awesome, and salaries need to be considered with the cost of living.

Martha Mann, we should be compensated with them.

Councilwoman Mead asked about the benefits and what we get.

Health Insurance policy coverage

Kelly reviewed the policy when it was started in 2017 and what it will be.
Is it cost-effective to have this coverage? We have shopped around. It's not cost-effective to switch plans. They do group rates, and Kelly and Andrea, it's not cost-effective to the Town.

Mayor Joe asked about us piggybacking off of another municipality
Martha Mann worked in the insurance industry for small businesses to work together. To see you if we can piggyback off the rates.

HSA was let go with the money on the card, and now it's dropped monthly.
\$166.66 to help meet the deductible. To cover some of the changes.

The auditing firm, we are going to need to do a single audit. Anything over
\$20,000

Travel and per diem \$5,000 is what it's been at. Training may need to be bumped up
Leave Travel at \$5,000 and Training \$6,7

Legal Counsel

Holmes and young will be at \$10,000. We are not receiving any extra bills from the attorney.

Code Enforcement cost- Leave it around \$18,000

Law Enforcement

Handout with price increment

Patrols \$10,000 for budget

Stopping Patrols at the beach now

Skipping fire control, waiting for Bruce

Code Enforcement

\$30,000 leave this amount

Insurance categories have gone up because a new person

Road and Streets Bruce

Book Den/ Community Center

Internet usage is the only bill

Parks and Recreation

Special Events

No Special Events

Special Recreation Facilities (Community Center)

Better Place will be income

Martha Mann brought up ventilation in the restrooms at Mayors park and Hazen Ball field

CDBG will be just the beach

Councilwoman Evans motioned to adjourn at 7:50 pm

Town of Pomona Park – Town Council Workshop Minutes
Thursday, August 04, 2022 (6:00 pm) This Workshop 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, Bruce Wolfred Maintenance Supervisor.

Mayor Joseph Svingala led in the pledge to the flag. The Workshop started at 6:00 pm.

Second Budget Proposal Workshop

Kelly began and explained that we would go through the budget line by line. We have expected income from a recent deposit. The proposed millage rate is 5.0493. We are following along with what we budgeted this year and where we are currently.

Kelly explained that the Auditor wants the town to backdate the ad Valorem taxes received for two months.

Total Reserves and Revenue

The blank spot is a formula that needs to be input.

Only a \$2,000 difference from this year from last.

Page 2

Legislative

511.481 promotional activities \$800 has not ever been spent in this box. Councilwoman Mead suggests removing the monies. Councilwoman Evans suggested removing it.

511.521 the price is the website is the jump in the amount.

Page 3

Financial & Administrative

Questions for overtime, we left it in the budget for a just in case

Single Audit costs still need the cost

Books, Publications, increased

513.411 Communications have increased

513.461 repairs lesser cost

Professional Services

The cost has gone down.

Kelly moved to page 7 to talk about the total amount already budgeted without any insurance

Larry Flayman questioned the ARPA monies paying for some of the items.

514.311 Legal Counsel leaving it at exactly the same cost

Planning and Zoning 515.311, we adjusted it

Page 4

Law Enforcement

Left at \$10,000

Fire Control cost has gone down

Do not need to do the Location of the valves and exercise

Code Enforcement

529

Left \$30,000 for when we do go foreclose and abatement

Page 5

Transportation

Road and Street

Salary has increased to include all 4

Lake Cleaning has gone up

Bruce explained that the equipment that would be needed would come from ARPA

Page 6

Book Den

Kept internet

Parks and Recreation

Professional services were moved to repairs for all of the parks

Includes Mulch

541- The IWorQs

Page 7

Special Events

574.431 combined some of the bills for the street lights

Community Center

Wages are part of the maintenance

Left \$2,000 for the bathrooms or if anything breaks

Page 8

Councilwoman Linkswiler asked about the Community Center repairs

The roof is coming from the grant

Bruce asked about the bathroom request

Councilwoman Evans said complete remodel

The monies could come out of a better place fund

The next Workshop will cover the better place fund, \$200,000, and we received \$100,000 this year. All the special categories will be covered.

Martha Mann asked about the kitchen in the community center. The vents don't go outside.

Bruce explained that it needs different systems to move it to a commercial kitchen.

Bruce reviewed the cost of the chipper. Runs 9-inch material \$27,683. C Mead asked about its cost-effectiveness of it. If rented, it costs roughly \$800 for the day for an 8-hour rental. The cost

of hauling away debris adds up to fuel, time, and labor. Giving back to the community is a gift to the residents. Residents could come to pick up mulch or wood. They are working with the other towns to work together. Update on the shop area, all permits are approved. The slab has been poured, and the apron should be poured the next week. The building has been ordered and should be around 6-8 weeks. The CDBG estimated leverage on materials. The board footage was wrong. The new cost would be around \$16,000. The difference would be in the cost and labor. Hills is now a Trex dealer. It will still need to go out for bid.

Councilman Dr. Warren spoke about the previous Mayor who went to Deland to get material. To get wood that could be in the water at all times. Bruce explained that at this time, he had not seen anything structurally that needed to be in the water at all times. Marine grade wood. Kelly explained that the chipper would be able to come out of Better Place Fund. The Bins will need to be budgeted once the shop is ready.

The Workshop adjourned at 7:06 Councilwoman Evans

Town of Pomona Park

8/5/2022 8:58 AM

Register: 001.101 · General Fund Checking

From 07/01/2022 through 07/31/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/01/2022	EFT	Florida Blue	-split-	Employee Heal...	2,631.64	*		337,311.04
07/05/2022	EFT	Health Equity	-split-	HSA	666.64	*		336,644.40
07/05/2022	4945	Crescent City	572.311 · Parks Profes...	water samples	30.00	*		336,614.40
07/06/2022		QuickBooks Payroll ...	-split-	Created by Pay...	3,121.17	*		333,493.23
07/07/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit		X		333,493.23
07/07/2022	DD	Andrea J Almeida	-split-	Direct Deposit		X		333,493.23
07/07/2022	DD	Bruce wolfred	-split-	Direct Deposit		X		333,493.23
07/07/2022	DD	Jeffrey Bernard	-split-	Direct Deposit		X		333,493.23
07/07/2022	DD	Kelly Krupski	-split-	Direct Deposit		X		333,493.23
07/07/2022	10710	Carl L Robinson	-split-		526.32	*		332,966.91
07/11/2022	E-pay	Capital City Bank pa...	-split-	59-1502925 Q...	5,574.70	*		327,392.21
07/11/2022	10711	Stanton Brown	521.341 · Law Enforce...	7/02/2022 10a...	320.00	*		327,072.21
07/11/2022	10712	K&D Cleaning	575.341 · Comm Ctr, o...	com center clea...	250.00	*		326,822.21
07/11/2022	10713	Alex Drummond	521.341 · Law Enforce...	07/03/2022 11a...	280.00	*		326,542.21
07/11/2022	10716	Palatka Daily News	-split-	ad # 00090002...	401.12	*		326,141.09
07/11/2022	10717	Waste Pro	-split-	invoice # 0000...	35.24	*		326,105.85
07/11/2022	10718	Peninsular Auto Parts	-split-	invoice number...	360.66	*		325,745.19
07/11/2022	10719	Holmes & Young P.A.	514.311 · Legal Couns...		1,000.00	*		324,745.19
07/12/2022	DEP	Income	335.14 · Mobile Home ...	payment # 000...		*	19.25	324,764.44
07/12/2022	10720	Holmes & Young P.A.	514.311 · Legal Couns...	special meeting	150.00	*		324,614.44
07/13/2022	10721	Joshua Dean	572.311 · Parks Profes...		1,400.00	*		323,214.44
07/13/2022	10722	AT&T	-split-	invoice 287283...	579.67	*		322,634.77
07/13/2022		QuickBooks Payroll ...	-split-	Created by Pay...	3,121.16	*		319,513.61
07/13/2022		QuickBooks Payroll ...	-split-	Created by Pay...	1,015.20	*		318,498.41
07/14/2022	10723	Mathew Westbury	521.341 · Law Enforce...	6/5/2022 10a...	320.00	*		318,178.41
07/14/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Andrea J Almeida	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Bruce wolfred	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Jeffrey Bernard	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Kelly Krupski	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	CarrieAnn M Evans	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Joseph C Svingala	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Lynda Linkswiler { c...	-split-	Direct Deposit		X		318,178.41
07/14/2022	DD	Patricia L Mead	-split-			*		318,178.41
07/14/2022	DD	Robert Warren	-split-			*		318,178.41
07/14/2022	DD	Victor J Szatkowski	-split-	Direct Deposit		X		318,178.41
07/14/2022	10714	Carl L Robinson	-split-		526.32	*		317,652.09
07/14/2022	10715	Forest P Eckels	-split-		184.70	*		317,467.39
07/15/2022	DEP	Income	314.10 · Utility Service...	Deposit		*	3,280.97	320,748.36
07/18/2022	EFT	T Mobile	-split-		151.06	*		320,597.30

Town of Pomona Park

12
8/5/2022 8:58 AM

Register: 001.101 · General Fund Checking
From 07/01/2022 through 07/31/2022
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/20/2022	DEP	Income	335.14 · Mobile Home ...	payment # 002...	*		132.25	320,729.55
07/20/2022		QuickBooks Payroll ...	-split-	Created by Pay...	3,121.16	*		317,608.39
07/21/2022	DEP	Income	315.00 · Communicati...	payment # 002...	*		2,132.01	319,740.40
07/21/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit	X			319,740.40
07/21/2022	DD	Andrea J Almeida	-split-	Direct Deposit	X			319,740.40
07/21/2022	DD	Bruce wolfred	-split-	Direct Deposit	X			319,740.40
07/21/2022	DD	Jeffrey Bernard	-split-	Direct Deposit	X			319,740.40
07/21/2022	DD	Kelly Krupski	-split-	Direct Deposit	X			319,740.40
07/21/2022	10724	Carl L Robinson	-split-		526.33	*		319,214.07
07/25/2022	DEP	Income	312.42 · 1 to 5 cents L...	payment# 0032...	*		1,616.57	320,830.64
07/25/2022	DEP	Income	312.41 · First Local Op...	payment # 003...	*		2,270.38	323,101.02
07/25/2022	DEP	Income	335.12 · State Revenue...	payment # 003...	*		2,607.06	325,708.08
07/27/2022	DEP	Income	312.60 · Better Place - ...	payment # 003...	*		6,954.28	332,662.36
07/27/2022	DEP	Income	335.18 · State Revenue...	payment # 004...	*		4,581.80	337,244.16
07/27/2022	10726	K&D Cleaning	575.341 · Comm Ctr, o...	com center clea...	250.00			336,994.16
07/28/2022	EFT	FPL	-split-		2,604.07			334,390.09
07/28/2022	10727	Stephen Taylor	521.341 · Law Enforce...	6/26/ 10-6	320.00			334,070.09
07/28/2022	10728	Stanton Brown	521.341 · Law Enforce...	7/17 10-6	160.00			333,910.09
07/28/2022	10729	State of Fla Dept of ...	-split-	invoice # 2N-0...	113.17			333,796.92
07/28/2022	10730	CSX Transportation	541.341 · R&S other c...	signal maintena...	1,967.00			331,829.92
07/28/2022	10731	Principal Life Insura...	-split-	for period 08/0...	207.15			331,622.77
07/28/2022	10732	Aqua Pure Water & ...	572.311 · Parks Profes...	invoice # 85667	70.00			331,552.77
07/28/2022	10733	FGUA	-split-	service from 06...	91.09			331,461.68
07/28/2022	10734	Cit	513.641 · F&A Machin...	invoice # 4039...	193.60			331,268.08
07/28/2022	10735	Crescent City	572.311 · Parks Profes...	water samples ...	30.00			331,238.08
07/28/2022		QuickBooks Payroll ...	-split-	Created by Pay...	3,121.16	*		328,116.92
07/29/2022	DEP	Income	323.10 · Franchise Tax...	Deposit	*		3,565.13	331,682.05
07/29/2022	DEP	Income	335.14 · Mobile Home ...	payment # 004...	*		11.75	331,693.80
07/29/2022	DEP	Income	311.00 · Ad Valorem T...	Deposit	*		2,406.46	334,100.26
07/29/2022	DEP	Income	311.20 · Advalorem Ta...	Deposit	*		572.67	334,672.93
07/29/2022	DD	Alphonso (Al) Willi...	-split-	Direct Deposit	X			334,672.93
07/29/2022	DD	Andrea J Almeida	-split-	Direct Deposit	X			334,672.93
07/29/2022	DD	Bruce wolfred	-split-	Direct Deposit	X			334,672.93
07/29/2022	DD	Jeffrey Bernard	-split-	Direct Deposit	X			334,672.93
07/29/2022	DD	Kelly Krupski	-split-	Direct Deposit	X			334,672.93
07/29/2022	10725	Carl L Robinson	-split-		526.32	*		334,146.61

Beautification Committee Meeting Minutes

7-5-22 Town Hall 5:00 pm

In Attendance: Martha, Yvonne, Anna, Larry, Lynda (arrived at 6 pm), Bud, Matt and Denise

Meeting called to order at 5:00 pm

Pledge of Allegiance to the Flag

Martha motions to accept meeting minutes from 6-21-21 meeting. Yvonne seconds. Discussion: Anna notes corrections to spelling. Vote Unanimous.

Denise Flaman desires to become a Beautification member. Martha motions to accept her as a member, Yvonne seconds. Discussion: None. Vote: Unanimous

Expense and Income report for the month of June reviewed. Martha motioned to accept reports, Anna seconds. Discussion: Some expenses had not yet been submitted and will be included in next months report including cost of printing flyers and milage for Larry to pick up order from Sam's. The balance in Beautification account as of the time of the meeting was \$8,655.33. Vote: Unanimous.

Thank you letters for sponsors to be completed and mailed.

Breakfast Specific Discussion: The size bowls used for fruit and cups for juice were too big at the July breakfast, make sure we use the correct size. Bud suggested going to Winn Dixie as an alternative for fruit in addition to the Stand in order to supplement. Breakfast certificates to the public: Members encouraged to give a card (not more than one per family per month not more than one card given out per member per month) by members to encourage patronage at the breakfast. Possibly adding a kid's meal option to the menu. Matt offered to pay for any child that comes in need of breakfast and does not have the money to pay, keep a record and he would reimburse the committee. Discussion over the amount of sausage that we went through the July breakfast, we determined that per the menu what was served was the correct amount. Cross training the stations in the kitchen to ensure efficiency. Next breakfast August 6, 2022

Family Fun Fest Event Discussion: Event started well until rained out about 2:45 pm. Handicap parking needs to be addressed. We need a designated area closer to the event for Handicap parking going forward. Walking on the Ball Field was challenging for older residents. Mayor's Park and the Community Center good options going forward but do not rule out the Ball Field for future events.

Discussion on what the Treasurer position entails. What are the requirements for a quorum? Officers only or voting members included? Need clarification on voting members and officers per Town Ordinance.

Future Events: Discussion of Proposed Labor Day Event for September 5, 2022 10 am to 5 pm at the Community Center. Check to make sure CC available. 10-11 am Concession stand to serve coffee and donuts, 11- close Hot Dog combo meals using the same format used for FFF. Artisan Market, Farmer's Market and Food Trucks. Games optional. Matt suggested funding might be available though National Night Out Umbrella for events. Additional signage needed for future events, follow up in August.

meeting with quotes for signage. Martha motions for the Labor Day event to be presented to Council, Yvonne seconds, no further discussion. Vote: Unanimous. Larry brought up a Block Dance for the end of summer at the Community Center for ages 8-80. Everyone's Having A Yard Sale is November 5, 3 new signs specifically for the Yard Sale event need to be purchased, Martha to get quotes for the signs before the August meeting. Possibly send out letters to the community for the sale. Holiday Bazaar event with dinner, toy drive and arts and crafts for the community.

Beautification Award for July/August: Mayor Joe nominated 12 Below Zero for the award during a conversation in Town Hall office. Martha motioned, Denise seconds. Discussion: committee needs to travel around town and see who the next nominees should be prior to the September meeting. Vote: Unanimous.

Recording device for Committee Meetings: Discussion: there was a prior vote that approved the purchase of a recording device for the meetings. Martha to get with Andrea to review minutes and determine if another vote is required. Matt had concerns about the recordings being in ADA compliance.

Larry is getting quotes for planters to be used for trees along HWY 17. Larry asked for support from the committee for a fishing pier at the beach.

Announcements: Town Council Meeting July 12. Courtney DeSouza opened a chapter of the Lion's Club in South Putnam meetings the 1st and 3rd Tuesday of every month at Shrimps R Us in Welaka at 6pm.

Martha motions to adjourn meeting, Anna seconds. Meeting adjourned

Beautification Committee Meeting Minutes

7-26-22 Town Hall 5:00 pm

In Attendance: Lynda, Bud, Anna, Denise, Larry, Bill, Yvonne, Martha and Mary.

Meeting called to order at 5:05 pm

Pledge of Allegiance to the Flag

Discussion New Toaster needed for Community Center: Bill recommends buying a toaster oven instead of a regular toaster. Mary researched prices and they are comparable to a regular toaster. Consensus of the members is to purchase a toaster oven instead of a regular toaster. Yvonne motions to purchase toaster oven not to exceed \$75, Denise seconds. Yvonne request that we ask the town to split the cost of the toaster oven. Vote: Unanimous.

Flyers for the Labor Day Event were not ready to view. Anna suggested having an End of the Year Recognition Ceremony for younger Volunteers that are consistent throughout the year. There was a very positive reaction from the teenagers with the certificates of recognition they received for volunteering at the July 3rd event.

Martha brought up the need for additional signs for parking to aid in upcoming events. Discussion: Martha suggested three handicap double sided parking signs and three regular double sided parking signs. We received a quote from Mr. Cooney for \$15 per sign. Bill and Lynda questioned if three regular parking signs would be enough. Consensus of the members, we would need five regular double sided parking signs and three handicap double sided parking signs. Motion made by Anna, second Denise for five regular double sided parking signs and three handicap double sided parking signs not to exceed \$120. Discussion: none. Vote: Unanimous.

Whinter Leonesio resigned as Secretary: Martha received a letter from Whinter advising that she was resigning as secretary. Denise motions to accept Whinter's resignation and Yvonne seconds. Discussion: We are all sad to see her resign. Vote: Unanimous. Anna motions to appoint Denise secretary, Yvonne seconds. Discussion: Denise asks what it would entail. Martha explained the duties taking minutes and notes for meetings. Vote: Unanimous.

FDOT Beautification along State right of way on HWY 17: Martha advised of meeting she and Larry had with Ken Cheek from FDOT to apply for a grant to add plants, shrubs and trees along the right of way on HWY 17 through the town limits. Mr. Cheek explained that the grant was a 50/50 match grant requiring Pomona Park to put up matching funds equal to those invested by the State of Florida DOT, however he had a program that would fully fund adding plants, shrubs and trees. Mr. Cheek is preparing a plan for the town's review to see what we would qualify to receive and options of different plants and shrubs available. Martha will update the committee as information is received from FDOT. Discussion by members of turning Old HWY 17 into a walking trail, Mary advised the County had a Waterways and Trails Committee that Mary and Larry both attended. They would update our committee on the current plans for a walking path. Mary inquired about the four-lane expansion of HWY 17 planned by FDOT. Martha advised that Mr. Cheek had stated he was inquiring to see what the formal plans are so that

they could be incorporated into any beautification projects. Lynda asked if we could see ideas from what other cities are doing around Florida. Martha advised she would ask Mr. Cheek.

Larry proposed a Sock Hop or Harvest Dance: All ages 8-80 but geared towards the teenagers, indoors at the Community Center. He proposed a \$2 cover charge at the door with a concession stand and DJ. Martha suggested a Halloween theme dance held on either 10/22 (Saturday) or 10/29 (Saturday). A Sheriff Deputy would need to be hired for security. Possible hours 7-10 pm. Martha will put on the agenda for the August 2nd meeting for a vote. Larry would like to explore having a dance possibly once a month next year during the summer and a dance geared towards the older residents.

Discussion of reverting to the old meeting schedule of the first Monday following the First Saturday Breakfast. Martha will add to the agenda of the August 2nd meeting for vote

Larry would like the committee's endorsement to bring before Town Council the need for new Town signs at the north and south entrance. Made of composite wood planks with the logo that's painted on the side of Town Hall, he received a quote from Mr. Cooney for \$1600. This would be paid for by the town not Beautification, however if completed before FDOT approves and installs plants and shrubs along HWY 17 the new sign would be incorporated into the design. The committee endorses Larry's proposal.

Bill asked for a budget of \$450 (5 hours) for music for the Labor Day event. Martha asked Bill to have the proposal at the August 2nd meeting and she would add to the agenda for vote.

Second Table Discount at the Community Center for Labor Day Event: Discussion on a discount for the second table, Martha suggested \$10 discount for second table. Members felt a \$5 discount was appropriate. Denise motions for a \$5 discount on second table rental for the event September 5th, Yvonne seconds. Discussion: None. Vote: Unanimous. (Anna left just prior to vote)

Announcements: Next scheduled meeting August 2nd at 5:00 pm Town Hall

Yvonne motions to adjourn, Denise seconds. 6:30 pm Meeting Adjourned.

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ADDENDUM NO. 1

Addendum to the Interlocal Agreement dated 8/22/95, made and entered into this _____ day of _____, _____, by and between the COUNTY OF PUTNAM, hereinafter referred to as "FIRST PARTY" and the TOWN OF POMONA PARK hereinafter referred to as "SECOND PARTY" both of which understand and agree as follows:

WHEREAS, in accordance with Chapters 125, 163, 166 and 553, Florida Statutes, the parties hereto have the common power and responsibility to adopt, enforce and administer the provisions of the State Florida Building Codes within their jurisdictional limits; and

WHEREAS, the Second Party is desirous of contracting with the First Party for said services, including the administration and enforcement of the Florida Building Codes, including the provisions of parts I-V, VII and VIII of Chapter 553, Florida Statutes, National Electrical Code, Standard Swimming Pool Code, Standard Housing Code, Standard Unsafe Building Abatement Code, Standard Fire Prevention Code NFPA 58, Mobile/Manufactured Home Ordinance, Building Code Ordinance, and Citation Ordinance, as adopted by the Second Party, and

WHEREAS, the First Party is agreeable to rendering such services under the terms and conditions hereinafter set forth, and

WHEREAS, such contract is authorized by the provisions of Chapter 163, Part II and Chapter 125.0101, Part I, Florida Statutes, which authorizes the joint exercise by agreement between a county and municipality of the above-referenced power and responsibility common to them:

1. PURPOSE OF ADDENDUM.

This addendum is to allow the above-mentioned parties to enter into a contract for the purpose of enforcing and administering the provisions of the Florida Building Codes, including the provisions of Parts I-V, VII and VIII of Chapter 553, F.S., National Electrical Code, Standard Swimming Pool Code, Standard Housing Code, Standard Unsafe Building Abatement Code, Standard Fire Prevention Code NFPA 58, Mobile/Manufactured Home Ordinance, Building Code Ordinance, Citation Ordinance, and related codes as adopted by the Second Party. **First Party provides Floodplain management associated with permitting for new construction and repairs, alterations, additions to existing buildings in accordance with the Florida Building Code and Putnam County Land Development code as follows: ***

Section 45-427

Section 45-428 (b), (c), (d), (e), (f), (g), (h), (i)

Sections 45-429 thru Section 45-441

*Local requirements for construction will be applied/enforced where the local requirements are determined to be more restrictive than the Putnam County Code.

Second Party is responsible for:

- Land use and Zoning approvals
- Maintaining a Floodplain Administrator as required by their community ordinance
- Administration of projects or development within Special Flood hazard Areas that do not require construction permits
- Community Rating System Activities / Documentation (Putnam County will provide records/information related to permitted projects upon request)
- Maintaining a Community Ratings System Coordinator (CRS Communities)
- Code Enforcement

The purpose of this Agreement shall be accomplished in the manner hereinafter set forth.

2. JURISDICTION OF ADDENDUM.

This Addendum shall cover the following geographic area: the area within the territorial limits of the Town of Pomona Park.

3. CONSTRUCTION BOARD OF ADJUSTMENT AND APPEALS.

The existing Putnam County Construction Board of Adjustment and Appeals, of the First Party shall have jurisdiction to hear any appeal arising from the enforcement of the provisions of the codes and ordinances as identified above and adopted by the party of the Second Part; however, for the purpose of said appeals, there shall be added to the board, a resident not affiliated with the Building Trades and a Class I Contractor, as defined in Chapter 489, F.S., both being residents within the boundaries of the jurisdiction of the Second Party. Said residents shall be appointed to membership by the Second Party; within thirty days from the effective date of this addendum and shall serve in said capacity for the same period or term(s) as the members appointed by the First Party.

4. DUTIES AND LEVEL OF SERVICE.

No office or department of the First Party shall perform for the Second Party any function not within the scope of the duties of such officer or department in performing the same kind of services for the First Party. Except as otherwise hereinafter provided for, the level of service and the fees charged therefor shall be the same basic services and fees which presently are and shall be hereafter, during the term of this addendum provided by the First Party within their jurisdictional limits. Rendition of service, standards of performance, discipline of officers and employees and other matters incidental to performance of services and control of personnel shall remain with the First Party. In event of dispute between the parties as to the extent of the duties and functions to be rendered hereunder, or the level or manner of performance of such service, the determination thereof made by the Construction Board of Adjustment and Appeals as constituted with additional members pursuant to the provisions of this Addendum shall be final and conclusive. No building permit shall be issued by the First Party unless notified by the Second Party that provisions of land use regulations of the Second Party, if any, have been met.

5. COOPERATION.

To facilitate performance under this Addendum, the First Party shall have full cooperation and assistance from the Second Party, its officers, agents and employees.

6. ADMINISTRATIVE AGENT.

The First Party is designated as the party to administer this Addendum by and through its departments and officers, subject to the limitations and exceptions contained herein.

7. ENFORCEMENT.

In the event it becomes necessary to maintain or defend against litigation of any kind in any court against any entity or party appearing to be in violation of any of the codes or ordinances referred to herein, it shall be the exclusive responsibility of the Second Party to institute and maintain those proceedings, to bear any and all expenses incurred in said litigation, it being fully understood by the parties hereto that this Addendum refers only to First Party's administrative and enforcement assistance responsibilities regarding the codes and ordinances referred to herein.

8. FEES.

The First Party shall directly collect all fees required under the various codes and ordinances covered by this Addendum. Said fees are to pay the entire costs to the First Party for performing each function or service agreed upon herein except that Second Party shall sustain all costs incurred for the prosecution or defense of the various codes and ordinances of this Agreement in legal action as provided in Section 7 above.

9. RECORDS.

Each officer or department of the First Party performing any service for the Second Party under this Addendum shall keep reasonable inspection records to be determined by policy set and by the Building Official.

10. EMPLOYEE STATUS.

Persons employed by the First Party in the performance of services and functions pursuant to this Addendum shall have no claim to pension, civil or service, or other employee rights granted by the Second Party to its officers and employees.

11. LIABILITY.

a) The First Party, its officers and employees shall not be deemed to assume any liability for the negligence of the Second Party. The Second Party shall hold the First Party harmless from, and shall defend the First Party and its officers and employees thereof against any claim for damages resulting from the negligence of the Second Party or its officers or employees.

b) The Second Party shall assume no liability for the payment of salary, wages or other compensation to officers, agents or employees of the First Party performing services hereunder for the Second Party or any liability other than that provided in this Addendum.

c) The Second Party shall not be liable for compensation or indemnity to officers or employees of the First Party for injury or sickness arising out of the performance of this Addendum.

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12. TERM OF CONTRACT.

This Addendum shall coincide with the terms of the Interlocal Agreement.


13. CONTRACT CONTROL.

This Addendum is intended to cover such miscellaneous and sundry services as may be supplied by the First Party by the Planning, Building and Zoning Department thereof. In the event there now exists or there is hereafter adopted a specific contract between the parties to this Addendum with respect to specific services, such contract shall be controlling as to the duties and obligations of the parties with respect to such services.


IN WITNESS WHEREOF, the parties to this Addendum have caused their names to be affixed hereto by the proper officers thereof. This Addendum being signed and executed this _____, day of _____, _____.

This Agreement signed and executed this _____, day of _____, _____.

**BOARD OF COUNTY COMMISSIONERS
PUTNAM COUNTY, FLORIDA**

By  7/26/22
Robert W. Pickens, Jr., Chairman Date

ATTEST:


Matt Reynolds, Clerk of Courts

TOWN OF POMONA PARK

ATTEST:

By _____
Joseph Svingala, Mayor Date

Town Manager or Town Clerk

RESOLUTION NO 2022-3

A RESOLUTION OF THE TOWN OF POMONA PARK AUTHORIZING THE MAYOR TO SIGN THE AMENDED INTERLOCAL AGREEMENT BETWEEN PUTNAM COUNTY AND THE TOWN OF POMONA PARK CONCERNING ADMINISTRATION, PERMITTING, INSPECTIONS AND ENFORCEMENT OF THE BUILDING CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Putnam County has amended the Interlocal Agreement to comply with Office of Flood Plain Management; and

WHEREAS, The amended Interlocal Agreement is necessary for the Town of Pomona Park to continue participating in the National Flood Insurance Program; and

WHEREAS, Putnam County amended the Interlocal Agreement on July 26, 2022, at their regularly scheduled board meeting.

NOW, THEREFORE BE IT RESOLVED, by the Town of Pomona Park as follows:

Section 1. Purpose.

The Mayor of Pomona Park is authorized to sign the amended Interlocal Agreement between Putnam County and the Town of Pomona Park concerning administration, permitting, inspections, and enforcement of the Building Code.

Section 2. Severability.

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

Section 3. Effective Date

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

IN WITNESS THEREOF, this Resolution has been duly adopted at a Public Meeting on August 9, 2022.

By: _____
Joseph Svingala, Mayor

Attest: _____
Andrea Almeida, Town Clerk

Approved for form and content

Robert W. Pickens, III, Attorney

PROPOSAL FOR MONSTER MASH HALLOWEEN DANCE OCTOBER 22, 2022

THE BEAUTIFICATION COMMITTEE WOULD LIKE TO HOLD A MONSTER MASH HALLOWEEN DANCE OCTOBER 22, 2022 AT THE COMMUNITY CENTER FROM 7 PM UNTIL 10 PM.

- EXPECTED EXPENSES: FOOD FOR CONCESSIONS, DECORATIONS, LAW ENFORCEMENT
- EXPECTED INCOME/DONATIONS: ADMISSION AT DOOR, CONCESSIONS

WE PLAN TO CHARGE \$2 ADMISSION AND OFFER SNACK BASED CONCESSIONS.

THE COMMITTEE IS REQUESTING THE TOWN OF POMONA PARK ASSIST WITH THE EXPENSE OF ACQUIRING ONE LAW ENFORCEMENT OFFICER FOR SECURITY AT THE COMMUNITY CENTER DURING THE DANCE.

THE COMMITTEE WOULD LIKE TO PROVIDE THE COMMUNITY WITH FUN AND SAFE ACTIVITIES WHILE HIGHLIGHTING THE BEAUTY OF OUR TOWN.

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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: 5/31/2022
Invoice Number: 754260
Client Number: 513006

Services rendered in connection with audit of financial statements - Final Bill	\$1,900.00
Assistance with Fixed Assets and Depreciation Schedule	\$1,000.00
Assistance with preparation of the Annual Financial Report	\$600.00

Invoice Total:	\$3,500.00
Prior Balance:	<u>\$0.00</u>
Current Amount Due:	<u>\$3,500.00</u>

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

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Promoting and Developing the Educational and Professional Status of Florida City Clerks

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2022 Fall Academy, Orlando Marriott Lake Mary Hotel, Lake Mary



#FACCFall2022

October 9-13, 2022

**Orlando Marriott Lake Mary Hotel
1501 International Pkwy
Lake Mary, FL 32746**

The hotel room rate is \$149 per night.

FACC First/Second/Third Year Member registration rate is \$400.

FACC Advanced (MMC) Year Member registration rate is \$375.

Attendee registration will open August 2022.

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Upcoming Pomona Park Events and Meeting Announcements:

August/September

Budget Workshop	Thursday, August 18, 2022 6pm
Beautification Breakfast	Saturday, September 3, 2022 8-10am
Beautification Labor Day Event Community Center	Monday, September 5, 2022 10-5pm
Beautification Meeting Town Hall Moved a week out	Tuesday, September 12, 2022 5pm
Budget Meeting -Town Hall	Thursday, September 8, 2022 6pm
Town Council Meeting - Town Hall	Tuesday, September 13, 2022 6pm
Budget Meeting -Town Hall	Thursday, September 15, 2022 6pm
Chat with the Mayor Town Hall	Saturday, September 17, 2022 7-9am

July	August 05, 2022	September
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	Sun	Mon	Tue	Wed	Thu	Fri	Sat
31		1 08:30am Walking Aerobics	2 05:00pm Beautification Meeting	3 08:30am Walking Aerobics 05:30pm Zumba	4 08:30am Walking Aerobics 06:00pm Budget Workshop for 22/23	5 09:00am Senior Friday	6 08:00am First Saturday Breakfast
7		8 08:30am Walking Aerobics	9 06:00pm Town Council Meeting	10 08:30am Walking Aerobics 05:30pm Zumba	11 08:30am Walking Aerobics	12 09:00am Senior Friday	13
14		15 08:30am Walking Aerobics	16	17 08:30am Walking Aerobics 05:30pm Zumba	18 08:30am Walking Aerobics 06:00pm Budget Workshop	19 09:00am Senior Friday	20 Community Center Rented
21		22 08:30am Walking Aerobics	23 Election Day	24 08:30am Walking Aerobics 05:30pm Zumba	25 08:30am Walking Aerobics	26 09:00am Senior Friday	27
28		29 08:30am Walking Aerobics	30	31 08:30am Walking Aerobics 05:30pm Zumba	1	2	3

August	September, 2022	October
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Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1 08:30am Walking Aerobics	2 09:00am Senior Friday	3 08:00am First Saturday Breakfast
4	5 08:30am Walking Aerobics 10:00am Community Center Special Event	6	7 08:30am Walking Aerobics 05:30pm Zumba	8 08:30am Walking Aerobics 06:00pm Budget Meeting	9 09:00am Senior Friday	10
11	12 08:30am Walking Aerobics 05:00pm Beautification Meeting	13 06:00pm Town Council Meeting	14 08:30am Walking Aerobics 05:30pm Zumba	15 08:30am Walking Aerobics 06:00pm Budget Meeting	16 09:00am Senior Friday	17 07:00am Chat with the Mayor
18	19 08:30am Walking Aerobics	20	21 08:30am Walking Aerobics 05:30pm Zumba	22 08:30am Walking Aerobics	23 09:00am Senior Friday	24
25	26 08:30am Walking Aerobics	27	28 08:30am Walking Aerobics	29 08:30am Walking Aerobics	30 09:00am Senior Friday	1