



**Town of Pomona Park Agenda**  
**Town Council Meeting**  
**Mayor Joe Svingala**  
**Mayor Pro-Tem Councilwoman Evans**  
**Councilwoman Linkswiler**  
**Councilwoman Mead**  
**Councilwoman Kuleski**

Town Hall  
1775 HWY 17S  
Pomona Park, FL  
32181  
[www.pomonapark.com](http://www.pomonapark.com)

**Tuesday, December 10, 2024**

**6:00 PM**

**Chambers**

**Town Staff**

**Andrea Almeida, Town Clerk Jennifer**

**Paul, Finance Officer**

**Don Holmes, Town Attorney**

- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.  
Other matters of concern may be discussed as determined by Town Council.  
If you wish to obtain more information regarding the Town Council's agenda, please contact the Town Clerk's Office at 386-649-4902.
- In accordance with the Americans with Disabilities Act and Section 266.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting should contact the Town Clerk at 386-649-4902, at least 48 hours prior to the meeting.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while Council is in session.
- Any person who decides to appeal any decision of the Town Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter 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.

Comment Cards are available before any meeting in the Clerk's Office or prior to any meeting at the Clerk's Table. Please return completed cards to the Clerk.

**PUBLIC PARTICIPATION**

**Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. And pursuant to the Council's Meeting Policies and Procedures:**

**(1) Each speaker shall at the podium, provide their name and may speak for up to 5 minutes.**

**(2) The Public may provide comments to the Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the Council.**

**(3) When addressing the Council on specific, enumerated Agenda items, speakers shall: direct all comments to the Mayor;**  
**make their comments concise and to the point;**  
**not speak more than once on the same subject;**  
**not, by speech or otherwise, delay or interrupt the proceedings or the peace of the Council;**  
**obey the orders of the Mayor or the Council; and**  
**not make any irrelevant, impertinent or slanderous comments while addressing the Council; which pursuant to Council rules, shall be considered disorderly.**

**4) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.**

**Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.**

**Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**MOMENT OF SILENCE FOR: Robert Saylor and Ron Andrach**

**CALL TO ORDER AND WELCOME VISITORS**

**CORRESPONDENCE-TOWN CLERK**

**ADOPT MINUTES of Meeting**

**November 12, 2024 and Workshop November 25, 2024**

## **PRESENTATION**

- **North East Florida Live Steamers-President Rob Corriveau**

### **• PROCLAMATIONS**

- **None**

## **PUBLIC HEARING ITEMS**

- **None**

## **UNFINISHED BUSINESS, INCLUDING COMMITTEE REPORTS**

- **Jennifer Paul Treasurer- Check Register and Trial Balance**
- **Beautification Report -Councilwoman Linkswiler and Martha Mann**
- **Fire Hydrant Quote**

## **NEW BUSINESS**

- **Resolution 2024-11**
- **FMIT Invoice**
- **NEFRC Invoice**
- **Surplus of Public Works Truck**
- **Arbor Day**

- **DISCUSSION BY TOWN COUNCIL OF MATTERS NOT ON THE AGENDA**
- **DISCUSSION BY TOWN ATTORNEY OF MATTERS NOT ON THE AGENDA**
- **DISCUSSION BY TOWN CLERK OF MATTERS NOT ON THE AGENDA**
- **PUBLIC PARTICIPATION**

**Remainder of Public Comments is limited to FIVE (5) minutes each.**

- **ADJOURNMENT**

**Town of Pomona Park  
Correspondence List for December 10, 2024**

<b>1. Meeting Minutes 11/12/2024, Workshop11/25/2024</b>	<b>1-4</b>
<b>2. Financial Statements</b>	<b>5-9</b>
<b>3. Fire Hydrant Quote</b>	<b>10</b>
<b>4. Resolution 2024-11</b>	<b>11-12</b>
<b>5. FMIT Invoice</b>	<b>13</b>
<b>6. NEFRC Invoice</b>	<b>14</b>
<b>7. Arbor Day Flyer</b>	<b>15</b>
<b>8. Upcoming Events</b>	<b>16</b>

Town of Pomona Park, Town Council Meeting Minutes

Meeting Minutes of November 12, 2024

Mayor Joseph Svingala presided. Council present were Lynda Linkswiler, CarrieAnn Evans, Patricia Mead(absent), Alisha Kuleski, Town Attorney Don Holmes(absent), Town Clerk Andrea Almeida, Finance Officer Jennifer Paul

Mayor Svingala led in the Pledge of Allegiance.

Meeting Began 6:02pm

Town Clerk Read Correspondence

Councilwoman Evans motioned to adopt meeting minutes of September 24th, and Final Budget Hearing September 30, 2024, and Councilwoman Linkswiler 2<sup>nd</sup> the Motion. No questions.

Motion passes unanimously.

Presentations

Judy Jackson-Use of Baseball Field

Mrs. Jackson spoke of her experience working with the sports, through Parks and Recreation with Putnam County. 8-week program, winter sport, next winter.

Ms. Kuleski motioned to table the discussion and Councilwoman Evans 2<sup>nd</sup> the motion. Passed unanimously.

Unfinished Business

- Jennifer Paul Treasurer- Check Register and Trial Balance

No questions asked for financials.

- Beautification Report -Councilwoman Linkswiler and Martha Mann

Mrs. Mann spoke about the October breakfast, a very nice turnout. No breakfast for November.

The Halloween dance was a great turnout. Everybody's having a yard sale was a fantastic turnout.

\$1,390 profit for the yard sale. Looking for ideas to improve the yard sale. Town Hall planting Mums out front.

Senior Computer Classes – offering to teach classes free of charge. Mrs. Mann is looking for a place to host the class. Councilwoman Evans suggested getting with the Seniors to offer this service.

- Mural for Community Garden/old Public Works Building

The top 5 drawings were selected to be chosen as the mural project.

June Ulrich- spoke about the Community Garden and the maintenance building needing something that draws attention. 10ft long and 20ft high for the drawing. The first-place winner will have the name of the artist, and the other students will get to also put their names on the drawing.

Teacher, Arts Council, Beautification Committee, Town Council, and the public, this will add up to the five votes. Alliance pavers has donated all necessary items needed to paint the mural.

Mrs. Mann stated they have \$400 for the prize money, arts council and Lions Club.

Mrs. Mann is asking for the Town to contribute of \$100 to go towards the prize money.

Seniors will donate \$100 to the committee.

Request for Community Center Chairs and Tables- Mrs. Mann is asking for 4 new tables and 24 chairs. To add additional seating in the Community Center. Councilwoman Kuleski motioned to allow not to exceed \$800 to purchase new tables and chairs for the Community Center. Councilwoman Evans 2<sup>nd</sup> the motion.

No Discussion

Vote passed unanimously.

Martha reviewed the upcoming events.

Christmas Tree Lighting, 1<sup>st</sup> Sat Breakfast Dec, Sat Dec 21<sup>st</sup> Christmas Dinner.

New Business-

- Mayor Joe- Flags

Would like to replace the flags on 17, he would like to see missing in action and Don't tread on me flags. A discussion was had about flags. Council members would like to see the flags put in the park and not on the hwy.

- CyberSecurity Class- Town Clerk Andrea

Councilwoman Evans motioned to allow Town Clerk to go to the Cybersecurity Summit and Councilwoman Kuleski 2<sup>nd</sup> the motion passed unanimously.

- Ark Donation Approval

2<sup>nd</sup> vote with ARPA funds

Councilwoman Evans motioned to approve the \$5,000 for the ARK Donation from ARPA funds. Councilwoman Linkswiler 2<sup>nd</sup> the motion. The motions passed unanimously.

Mayor Svingala handed the gavel over the Mayor Pro Tem.

Councilman Svingala motioned to select Councilwoman Evans as Mayor Pro Tem, Councilwoman Linksilwer 2<sup>nd</sup> the motion. The motion passes unanimously.

Discussion of matters not on the agenda

Councilwoman Evans talked about the debris on the roads from the storms.

Town Clerk suggested a workshop in the Spring to discuss Emergency Management Planning.

Public Comments

Mark Swanson would like to see a Christmas Day Parade.

Joyce Svingala- is donating a check of \$600 for the use of the Community Center.

Review of Upcoming Events

Mayor Svingala reviewed the upcoming events.

Councilwoman Kuleski motioned to adjourn at 7:40 pm.

Mayor Pro-Tem Councilwoman Evans  
Councilwoman Kuleski  
Councilwoman Linkswiler  
Town Clerk Andrea Almeida  
Finance Officer- Jennifer Paul  
Public Works Superintendent Bruce Wolfred  
Town Attorney- Don Holmes

Mayor Pro Tem Evans led in the Pledge of Allegiance.

Mayor Pro Tem Evans opened the Workshop.

Mayor Pro Tem Evans explained the purpose of the workshop today.

Mayor Pro Tem Evans - Read the policy purpose.

Attorney Holmes suggested adding unless required or allowed, such as pending litigations.

Asked about the rules of order for the Council, Town Clerk explained the Charter and Roberts Rules of order.

Town Attorney explained Conflict of Interest.

Code of Ethics reviewed yearly.

Start of the Fiscal year.

A resolution would be needed to pass the Code of Conduct for the Council.

Review and accept in February once reviewed by Town Attorney Holmes.

No Public Comment

Workshop Adjourned at 11:34am

Town of Pomona Park

12/4/2024 2:26 PM

Register: 101.000 · Cash In Bank:General Checking

From 11/01/2024 through 11/30/2024

Sorted by: Date, Type, Number/Ref

5

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/04/2024	EFT	Florida Blue	-split-		4,120.86	X		264,645.54
11/04/2024	EFT	Health Equity	-split-		666.64	X		263,978.90
11/04/2024	EFT	Florida Municipal Pe...	-split-		294.00	X		263,684.90
11/04/2024	EFT	Roll Kall - Putnam C...	520.00 · Public Safety:...	Deputy Patrol	741.60	X		262,943.30
11/04/2024	E-pay	United States Treasury	-split-	59-1502925 Q...	7,574.86	X		255,368.44
11/04/2024	11315	Midland Credit Mana...	229.000 · Other Curren...		84.70	X		255,283.74
11/05/2024			340.000 · Charges for ...	Deposit		X	6,049.03	261,332.77
11/05/2024	11316	Putnam County Tax ...	520.00 · Public Safety:...	Parcel # 32-11-...	578.32	X		260,754.45
11/05/2024	11318	Hill's Hardware	-split-		125.74	X		260,628.71
11/05/2024	11319	Palatka Daily News	510.00 · General Gove...		833.28	X		259,795.43
11/06/2024	EFT	DMS - Division of T...	510.00 · General Gove...		189.76	X		259,605.67
11/06/2024		QuickBooks Payroll ...	-split-	Created by Pay...	4,146.96	X		255,458.71
11/07/2024	DD1369	Almeida, Andrea J	-split-	Direct Deposit		X		255,458.71
11/07/2024	DD1370	Bernard, Jeffrey G	-split-	Direct Deposit		X		255,458.71
11/07/2024	DD1371	Paul, Jennifer S	-split-	Direct Deposit		X		255,458.71
11/07/2024	DD1372	Robinson, Carl L	-split-	Direct Deposit		X		255,458.71
11/07/2024	DD1373	Williams, Alphonso (...)	-split-	Direct Deposit		X		255,458.71
11/07/2024	DD1374	Wolfred, Bruce	-split-	Direct Deposit		X		255,458.71
11/08/2024			310.000 · Taxes:312.0...	Deposit		X	7,838.77	263,297.48
11/08/2024	Transfer		-split-		7,838.77	X		255,458.71
11/12/2024			-split-	Deposit		X	219.17	255,677.88
11/12/2024			-split-	Deposit		X	49.20	255,727.08
11/12/2024	EFT	Florida Municipal Pe...	-split-		294.00	X		255,433.08
11/12/2024	EFT	Colonial Life	-split-		264.24	X		255,168.84
11/12/2024	EFT	Waste Pro	540.00 · Public Works:...		31.18	X		255,137.66
11/12/2024	11317	Animal Rescue Kons...	510.00 · General Gove...		5,000.00	X		250,137.66
11/12/2024	11320	Holmes & Young P.A.	510.00 · General Gove...		1,000.00	X		249,137.66
11/12/2024		QuickBooks Payroll ...	-split-	Created by Pay...	935.50	X		248,202.16
11/13/2024	DD	Mead, Patricia L	-split-			X		248,202.16
11/13/2024		QuickBooks Payroll ...	-split-	Created by Pay...	4,033.90	X		244,168.26
11/13/2024	DD1375	Evans, CarrieAnn M	-split-	Direct Deposit		X		244,168.26
11/13/2024	DD1376	Kuleski, Alisha R	-split-	Direct Deposit		X		244,168.26
11/13/2024	DD1377	Linkswiler, Lynda	-split-	Direct Deposit		X		244,168.26
11/13/2024	DD1378	Svingala, Joseph C	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1379	Almeida, Andrea J	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1380	Bernard, Jeffrey G	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1381	Paul, Jennifer S	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1382	Robinson, Carl L	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1383	Williams, Alphonso (...)	-split-	Direct Deposit		X		244,168.26
11/14/2024	DD1384	Wolfred, Bruce	-split-	Direct Deposit		X		244,168.26



Town of Pomona Park

12/4/2024 2:26 PM

Register: 101.000 · Cash In Bank:General Checking

From 11/01/2024 through 11/30/2024

Sorted by: Date, Type, Number/Ref

6

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/18/2024			310.000 · Taxes:314.0...	Deposit		X	3,865.40	248,033.66
11/18/2024			360.000 · Miscellaneo...	Deposit		X	600.00	248,633.66
11/18/2024			310.000 · Taxes:311.1...	Deposit		X	14,242.40	262,876.06
11/18/2024			-split-	Deposit		X	297.93	263,173.99
11/18/2024	EFT	Florida Municipal Pe...	-split-		294.00	X		262,879.99
11/19/2024			310.000 · Taxes:315.0...	Deposit		X	3,471.88	266,351.87
11/19/2024			330.000 · Intergovern...	Deposit		X	2,649.84	269,001.71
11/19/2024	EFT	City of Crescent City	570.00 · Culture & Rec...		21.18	X		268,980.53
11/20/2024	EFT	FPL	-split-	Utilities Billing...	2,507.93	X		266,472.60
11/20/2024		QuickBooks Payroll ...	-split-	Created by Pay...	3,689.85	X		262,782.75
11/21/2024			320.000 · PermitsFees...	Deposit		X	120.00	262,902.75
11/21/2024	11321	City of Crescent City	540.00 · Public Works:...		30.00			262,872.75
11/21/2024	11322	Putnam County Healt...	540.00 · Public Works:...	Quarterly Ballfi...	40.00			262,832.75
11/21/2024	11323	Almeida, Andrea J	510.00 · General Gove...		199.06	X		262,633.69
11/21/2024	DD1385	Almeida, Andrea J	-split-	Direct Deposit		X		262,633.69
11/21/2024	DD1386	Bernard, Jeffrey G	-split-	Direct Deposit		X		262,633.69
11/21/2024	DD1387	Paul, Jennifer S	-split-	Direct Deposit		X		262,633.69
11/21/2024	DD1388	Robinson, Carl L	-split-	Direct Deposit		X		262,633.69
11/21/2024	DD1389	Williams, Alphonso (...)	-split-	Direct Deposit		X		262,633.69
11/21/2024	DD1390	Wolfred, Bruce	-split-	Direct Deposit		X		262,633.69
11/22/2024	EFT	AT&T	-split-	Account # 287...	43.23	X		262,590.46
11/25/2024			360.000 · Miscellaneo...	Interest		X	266.37	262,856.83
11/25/2024	EFT	Florida Municipal Pe...	-split-		294.00			262,562.83
11/25/2024	EFT	T Mobile	-split-		221.02	X		262,341.81
11/26/2024			310.000 · Taxes:312.0...	Deposit		X	1,477.75	263,819.56
11/26/2024			310.000 · Taxes:312.0...	Deposit		X	2,115.54	265,935.10
11/26/2024			330.000 · Intergovern...	Deposit		X	3,439.86	269,374.96
11/26/2024			310.000 · Taxes:312.0...	Deposit		X	5,765.61	275,140.57
11/26/2024			310.000 · Taxes:314.0...	Deposit		X	411.94	275,552.51
11/26/2024	EFT	Roll Kall - Putnam C...	520.00 · Public Safety:...	Deputy Patrol	231.75	X		275,320.76
11/26/2024	EFT	Principal Life Insura...	-split-		257.09	X		275,063.67
11/26/2024	Transfer		-split-		1,477.75	X		273,585.92
11/26/2024	Transfer		-split-		2,115.54	X		271,470.38
11/26/2024	Transfer		-split-		5,765.61	X		265,704.77
11/26/2024	11324	Richard Cooney	570.00 · Culture & Rec...	Invoice # 644853	150.00			265,554.77
11/26/2024		QuickBooks Payroll ...	-split-	Created by Pay...	4,181.56	X		261,373.21
11/27/2024			330.000 · Intergovern...	Deposit		X	82.75	261,455.96
11/27/2024			320.000 · PermitsFees...	Deposit		X	4,641.81	266,097.77
11/27/2024	EFT	ADT	540.00 · Public Works:...		173.73	X		265,924.04
11/27/2024	DD1391	Almeida, Andrea J	-split-	Direct Deposit		X		265,924.04

Town of Pomona Park

12/4/2024 2:26 PM

Register: 101.000 · Cash In Bank:General Checking

From 11/01/2024 through 11/30/2024

Sorted by: Date, Type, Number/Ref

7

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment</b>	<b>C</b>	<b>Deposit</b>	<b>Balance</b>
11/27/2024	DD1392	Bernard, Jeffrey G	-split-	Direct Deposit	X			265,924.04
11/27/2024	DD1393	Paul, Jennifer S	-split-	Direct Deposit	X			265,924.04
11/27/2024	DD1394	Robinson, Carl L	-split-	Direct Deposit	X			265,924.04
11/27/2024	DD1395	Williams, Alphonso (...)	-split-	Direct Deposit	X			265,924.04
11/27/2024	DD1396	Wolfred, Bruce	-split-	Direct Deposit	X			265,924.04
11/29/2024			310.000 · Taxes:311.1...	Deposit	X		46,076.42	312,000.46
11/29/2024	EFT	Wells Fargo Vendor ...	510.00 · General Gove...		131.12	X		311,869.34

**Town of Pomona Park  
Balance Sheet by Fund  
October through November 2024**

2:21 PM  
12/05/24  
Accrual Basis

	General Ope... (General Fund)	Beautification (General Fund)	Total Genera...	Better Place (Special Rev...	1 to 5 cent (Special Rev...	ARPA (Special Rev...	Total Special... (Government...	Total Govern...	TOTAL
<b>ASSETS</b>									
<b>Current Assets</b>									
Checking/Savings									
101,000 - Cash In Bank									
General Checking	309,855.46	2,013.88	311,869.34						311,869.34
Money Market	159,025.44		159,025.44						159,025.44
Better Place				385,080.18			385,080.18	385,080.18	385,080.18
1 to 5 cents					84,904.60		84,904.60	84,904.60	84,904.60
Beautification		9,639.46	9,639.46					9,639.46	9,639.46
<b>Total 101,000 - Cash In Bank</b>	<b>468,880.90</b>	<b>11,653.34</b>	<b>480,534.24</b>	<b>385,080.18</b>	<b>84,904.60</b>		<b>469,984.78</b>	<b>469,984.78</b>	<b>950,519.02</b>
102,000 - Cash on Hand	50.00		50.00						50.00
<b>Total Checking/Savings</b>	<b>468,930.90</b>	<b>11,653.34</b>	<b>480,584.24</b>	<b>385,080.18</b>	<b>84,904.60</b>		<b>469,984.78</b>	<b>469,984.78</b>	<b>950,569.02</b>
Accounts Receivable	5,708.00		5,708.00	2,680.00	26.00		2,706.00	2,706.00	8,414.00
115,100 - Accounts Receivable	5,708.00		5,708.00	2,680.00	26.00		2,706.00	2,706.00	8,414.00
<b>Total Accounts Receivable</b>	<b>5,708.00</b>		<b>5,708.00</b>	<b>2,680.00</b>	<b>26.00</b>		<b>2,706.00</b>	<b>2,706.00</b>	<b>8,414.00</b>
Other Current Assets	13,608.00		13,608.00						13,608.00
155,000 - Prepaid Items	13,608.00		13,608.00						13,608.00
2120 - Payroll Asset	-9.00		-9.00						-9.00
<b>Total Other Current Assets</b>	<b>13,599.00</b>		<b>13,599.00</b>						<b>13,599.00</b>
<b>Total Current Assets</b>	<b>488,237.90</b>	<b>11,653.34</b>	<b>499,891.24</b>	<b>387,760.18</b>	<b>84,930.60</b>		<b>472,690.78</b>	<b>472,690.78</b>	<b>972,582.02</b>
<b>TOTAL ASSETS</b>	<b>488,237.90</b>	<b>11,653.34</b>	<b>499,891.24</b>	<b>387,760.18</b>	<b>84,930.60</b>		<b>472,690.78</b>	<b>472,690.78</b>	<b>972,582.02</b>
<b>LIABILITIES &amp; EQUITY</b>									
<b>Liabilities</b>									
<b>Current Liabilities</b>									
Accounts Payable									
202,000 - Accounts Payable	-27,576.00		-27,576.00	-12,594.00			-12,594.00	-12,594.00	-40,170.00
<b>Total Accounts Payable</b>	<b>-27,576.00</b>		<b>-27,576.00</b>	<b>-12,594.00</b>			<b>-12,594.00</b>	<b>-12,594.00</b>	<b>-40,170.00</b>
Other Current Liabilities	6,385.00		6,385.00						6,385.00
2110 - Direct Deposit Liabilities	6,385.00		6,385.00						6,385.00
229,000 - Other Current Liabilities									
229,001 - FICA Tax Withholding	1,766.88		1,766.88						1,766.88
229,002 - Colonial Life (taxable)	264.24		264.24						264.24
229,004 - Retirement	284.32		284.32						284.32
229,009 - BCBS	4,121.16		4,121.16						4,121.16
229,012 - Garnishment	84.70		84.70						84.70
229,014 - HSA Employer Contribution	615.36		615.36						615.36
<b>Total 229,000 - Other Current Liabilities</b>	<b>7,136.66</b>		<b>7,136.66</b>						<b>7,136.66</b>
<b>Total 240 - Payroll Liability</b>	<b>9,040.00</b>		<b>9,040.00</b>						<b>9,040.00</b>
<b>Total Other Current Liabilities</b>	<b>22,561.66</b>		<b>22,561.66</b>	<b>-12,594.00</b>			<b>-12,594.00</b>	<b>-12,594.00</b>	<b>22,561.66</b>
<b>Total Current Liabilities</b>	<b>-5,014.34</b>		<b>-5,014.34</b>	<b>-12,594.00</b>			<b>-12,594.00</b>	<b>-12,594.00</b>	<b>-17,608.34</b>
<b>Long Term Liabilities</b>									

**Town of Pomona Park**  
**Balance Sheet by Fund**  
 October through November 2024

2:21 PM  
 12/05/24  
 Accrual Basis

	General Ope... (General Fund)	Beautification (General Fund)	Better Place (Special Rev...)	1 to 5 cent (Special Rev...)	ARPA (Special Rev...)	Total Special... (Government...)	Total Govern...	TOTAL
230,900 - General/Obligation/Bonds Payable-L ARPA								
Total 230,900 - General/Obligation/Bonds Payable-L								
Total Long Term Liabilities								
Total Liabilities	-5,014.34	-5,014.34	-12,594.00			-131,520.00	-131,520.00	-136,534.34
Equity								
001-399 - Governmental Funds								
001 - General Fund								
Beautification	11,653.34	11,653.34						11,653.34
General Operating	493,252.24	493,252.24						493,252.24
Total 001 - General Fund	493,252.24	493,252.24						504,905.58
100 - Special Revenue Funds								
1 to 5 cent				84,930.60		84,930.60	84,930.60	84,930.60
Better Place			400,354.18			400,354.18	400,354.18	400,354.18
ARPA					118,926.00	118,926.00	118,926.00	118,926.00
Total 100 - Special Revenue Funds			400,354.18	84,930.60	118,926.00	604,210.78	604,210.78	604,210.78
Total 001-399 - Governmental Funds	493,252.24	11,653.34	400,354.18	84,930.60	118,926.00	604,210.78	604,210.78	1,109,116.36
Total Equity	493,252.24	11,653.34	400,354.18	84,930.60	118,926.00	604,210.78	604,210.78	1,109,116.36
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>488,237.90</b>	<b>11,653.34</b>	<b>499,891.24</b>	<b>84,930.60</b>	<b>472,690.78</b>	<b>472,690.78</b>	<b>472,690.78</b>	<b>972,582.02</b>

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# ESTIMATE

**C&S Underground Water Unlimited LLC**  
110 River Rd  
Satsuma, FL 32189

candsundergroundwater@gmail.com  
+1 (386) 340-1529  
candsundergroundwater.com

### Bill to

Town of Pomona Park  
P.O Box 518  
Pomona Park, Florida 32181

### Ship to

Hydrant Replacement for:  
End of Town  
Taylor Ave and W. Main

### Estimate details

Estimate no.: 1079  
Estimate date: 11/14/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.	11/14/2024	<b>Labor</b>	Two techs for 8 hours	8	\$270.00	\$2,160.00
2.	11/14/2024	<b>American Darling</b>	3 1/2 ft American Darling Hydrant	1	\$5,350.90	\$5,350.90
3.	11/14/2024	<b>Equipment</b>	Mini excavator	1	\$293.10	\$293.10
4.			If an extension to raise the hydrant is needed, that would be an additional charge for the extension			
					<b>Total</b>	<b>\$7,804.00</b>

### Note to customer

Thank you for the opportunity to propose our services. Please feel free to reach out with any questions or concerns at your earliest convenience.

Accepted date

Accepted by

# RESOLUTION 2024-11

## A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AUTHORIZING PAYMENT OF FPL, FLORIDA BLUE, PAYROLL TAXES, PAYROLL, AND CARDMEMBER SERVICES RECURRING MONTHLY BILLS

**WHEREAS**, the Town of Pomona Park budget for the 2024-25 fiscal year has been adopted; and,

**WHEREAS**, said budget includes Town appropriations for payroll taxes in the amount of \$90,000 Payroll taxes/941 disbursements consist of Town expenses and withholding from employee paychecks. Recent payroll tax liability has been approximately \$7,500 per month; and,

**WHEREAS**, said budget includes Town appropriations for utilities in the amount of \$32,400.00. Recent Town electric bills vary, averaging 2,700 per month.

**WHEREAS**, said budget includes Town appropriations for employee health insurance in the amount of \$49,452.00. Florida Blue payments include 88% paid by the Town and 12% withheld from employee paychecks. With the current employees, the total monthly Florida Blue disbursement equals \$4,121/month.

**WHEREAS**, said budget includes Town appropriations for employee compensation in the amount of \$303,000. Weekly Payroll is typically \$5,827.

**WHEREAS**, said budget includes Town appropriations for day-to-day operations with cardmember services in the amount of \$40,000.00. Recent cardmember services' bills vary, averaging \$3,333 per month.

**WHEREAS**, the Town Charter, section 3.04(g) states, "The Town Clerk shall have the power and shall be required to (g) Supervise and be responsible for the disbursement of all monies and have control over all expenditures to ensure that budget appropriations are not exceeded. Expenditures over \$2,000.00 shall be approved by the Town Council...", and;

**WHEREAS**, FPL, Florida Blue, Payroll, Cardmember Services and payroll taxes payable to IRS, each exceed the Clerk's authority of \$2,000, every month in the fiscal year.

NOW THEREFORE, BE IT RESOLVED; by the Town of Pomona Park, Putnam County, Florida, that:

### Section 1. Purpose

The Clerk and Deputy Clerk are authorized by the Town Council to pay Florida Power & Light for the Town electric expenses, Capital City Bank for Card Member Services, and Florida Blue for employee health insurance, the IRS for the Town 941 liability each month of the fiscal year beginning October 1, 2024, through September 30, 2025, up to the amount appropriated in the budget plus the amounts withheld from employee wages.

# RESOLUTION 2024-11

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## Section 2. Severability

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

## Section 3. Conflicts

All Resolutions, or parts of Resolutions, in conflict herewith, including, are hereby repealed.

## Section 4. Effective Date

This Resolution shall take effect December 14, 2024, upon final passage as provided by law.

**IN WITNESS THEREOF**, this Resolution has been duly adopted at a Public Meeting on December 14, 2024.

**By:** \_\_\_\_\_

Joseph Svingala, Mayor

**Attest:** \_\_\_\_\_

Andrea Almeida, Town Clerk CMC

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**Florida Municipal Insurance Trust  
Second Installment Billing - 24/25 Fund Year**

**FMIT #** 0487 **Invoice Date:** 12/1/2024  
**Invoice ID #:** INV-41606-H7Z4 **Due Date:** 1/1/2025

**Bank ACH:** Capital City Bank  
 217 N. Monroe St.  
 Tallahassee, FL 32301

**RTN#/ABA#:** 063100688 **ACCT#:** 0032620701

**Acct Type:** Checking  
**Acct Name:** Florida Municipal Insurance Trust

**ATTN:** Andrea Almeida  
 Town of Pomona Park  
 P.O. Box 518  
 Pomona Park, FL 32181-0518

**Please make check payable to:**  
 Florida Municipal Insurance Trust  
 P.O. Box 1757  
 Tallahassee, FL 32302-1757

**Policy Summary**

	<b>General Liability</b>	<b>Cyber Liability</b>	<b>Auto Liability</b>	<b>Auto Physical Damage</b>	<b>Property</b>	<b>Workers' Comp.</b>	<b>Total</b>
Gross Premium	\$18,280	\$1,103	\$1,114	\$282	\$36,112	\$18,674	\$75,565
<b>Total Net Premium</b>	<b>\$18,280</b>	<b>\$1,103</b>	<b>\$1,114</b>	<b>\$282</b>	<b>\$36,112</b>	<b>\$18,674</b>	<b>\$75,565</b>

**Previous Activity**

Previous Invoices	\$18,891.25
Payment Received On 10/9/2024	(\$18,891.25)
<b>Total Balance Forward</b>	<b>\$0.00</b>

**Current Installment**

<b>Coverage</b>	<b>Premium</b>	<b>Total Net Premium</b>
General Liability Coverage	\$4,570.00	\$4,570.00
Cyber Liability Coverage	\$275.75	\$275.75
Auto Liability Coverage	\$278.50	\$278.50
Auto Physical Damage Coverage	\$70.50	\$70.50
Property Coverage	\$9,028.00	\$9,028.00
Workers Compensation Coverage	\$4,668.50	\$4,668.50
<b>Total Installment Amount</b>		<b>\$18,891.25</b>

**Total Due by 1/1/2025** **\$18,891.25**

NOTE: Any change in premium from the previous installment is due to endorsement(s) to your policy. These endorsements are available to you on the FMIT website: <http://insurance.flcities.com>

Please see below for a copy of our Premium Installment Plan, Penalty Policy and ACH Instructions.

\*\*\*\*\* Please return a copy of this invoice with your payment to the Tallahassee office or send ACH information, Invoice Number and Amount Paid in an email to [AccountsReceivable@flcities.com](mailto:AccountsReceivable@flcities.com).\*\*\*\*\*





40 East Adams St., Ste 320, Jacksonville, FL 32202  
 Phone: (904)-279-0880  
 www.nefrc.org  
 info@nefrc.org



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*Proudly serving the communities of Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns Counties*

November 14, 2024

Joseph Svingala  
 Mayor  
 Town of Pomona Park  
 1775 US Hwy 17 South  
 P.O. Box 518  
 Pomona Park, FL 32181

Dear Mr. Svingala:

This invoice is a request of payment for planning services to assist the Town of Pomona Park with and Evaluation and Appraisal (EAR) Compliance update. Please do not hesitate to contact me at (904) 537-8882 if you have any questions or need further information.

Sincerely,

Robert Jordan  
 Senior Regional Planner

**Invoice No. 25-013**

**Contract No. 327344 Pomona Park EAR**

DATE	DESCRIPTION	BILLED TO DATE	PAID TO DATE	BALANCE DUE
11/14/24	Town of Pomona Park EAR Update	\$ 26,000.00	\$ 2,000.00	\$ 24,000.00
TOTAL		\$ 26,000.00	2,000.00	\$ 24,000.00
<b>AMOUNT DUE THIS INVOICE</b>				<b>\$ 24,000.00</b>



Adobe Stock | #143079579

**Thirty Fifth Arbor Day**  
**Ceremony**  
**And Tree Giveaway**

Friday January 10, 2025

4:00pm

To be determined  
Pomona Park

Arbor day Proclamation – Mayor Joe Svingala  
Guest speaker – County Forester Blake Josephson  
**Free Tree Give away for those attending (first come)**

**Upcoming Pomona Park Events and Meeting Announcements:**

Community Christmas Dinner

Office Closed For Christmas

Office Closed For New Years

First Sat Breakfast

Beautification Committee Meeting

Town Council Meeting

December 21, 2024 4- 6pm Community Center

**December 24,25 All Day**

**December 31, January 1 All Day**

**January 4, 2025 8-10 am Community Center**

**January 6, 2025 6pm Chambers**

**January 14,2024 6pm Chambers**

