

# TOWN OF POMONA PARK

## TOWN COUNCIL MEETING MINUTES

### December Council Meeting

**Date:** December 09, 2025

**Time:** 6:02 PM

**Location:** Town Council Chambers, Pomona Park, Florida

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### 1. CALL TO ORDER

The Town Council Meeting of the Town of Pomona Park was called to order by the mayor at **6:02 PM**.

### 2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the mayor.

### 3. MOMENT OF SILENCE

A moment of silence was observed in memory of **Cat Merritt**.

### 4. ROLL CALL

Present:

- Councilman Swanson
- Councilman Rohrbaugh
- Councilwoman Evans
- Councilwoman Mead
- Councilwoman Kuleski
- Councilwoman Cooney
- Mayor Tony Cuevas

Staff Present:

- Andrea Almeida, Town Clerk
- Jennifer Paul, Finance Officer
- Bruce Wolfred, Public Works Superintendent
- Leo Villegas, Town Attorney

A quorum was established.



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## 5. MAYOR'S MOMENT – YEAR IN REVIEW

The Mayor presented a **Year in Review**, highlighting accomplishments from 2025 and thanking Council, staff, and volunteers.

Recognitions included:

- Children's Christmas Party and Tree Lighting Ceremony contributions:
  - Councilman Rohrbaugh – “Master Hot Dog Inspector”
  - Councilwomen Evans and Mead – “The Sugar Shacklers”
  - Councilwoman Kuleski – Transporting Santa Kris Kringle and Miss Sunny Claus
  - Councilwoman Cooney – Hot chocolate station
  - Public Works staff (Bruce, Al, Jeff, Carl) – event setup, decorations, snow machine, and logistics
  - Town Clerk and Finance Officer – event coordination
  - 27 volunteers from NHS, Interact Club, and ROTC
  - Javier (DJ) and “Grinch Eva” for entertainment
- Crescent City Christmas Parade participation
- 2025 highlights including:
  - Town-wide yard sale
  - Halloween Candy Drop
  - Budget workshops
  - Park renovations and new playground equipment
  - Installation of security cameras at two parks
  - Memorial Park dedication
  - Founder's Day and Arbor Day celebrations
  - Adoption of ordinances, resolutions, and proclamations

**Reminder:** Arbor Day Ceremony scheduled for **January 9, 2026**.

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## 6. PRESENTATION – COUNTY COMMISSIONER J.R. NEWBOLD

County Commissioner **J.R. Newbold** addressed Council regarding collaboration opportunities between the Town and Putnam County.

Key points:

- Discretionary county funds cannot be used within municipalities
- DOT-related projects require extensive time and studies
- Will assist with county road projects, traffic calming initiatives, and advocacy for town-supported projects
- County-owned property near the fire station may present a future park opportunity



- Will not pursue projects without Town approval
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## 7. TRAFFIC CALMING & ENFORCEMENT DISCUSSION

Discussion included:

- Investigation of a crosswalk project previously approved
- Speed-monitoring equipment and data collection
- Possible use of portable speed-display signs
- Potential use of decoy patrol vehicles
- Requesting additional Florida Highway Patrol presence

Commissioner Newbold advised that portable speed signage with data collection may be available and rotated through locations.

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## 8. APPROVAL OF MINUTES

**Motion** made by Councilman Swans and **seconded** by Councilwoman Evans to approve the November 12, 2025, **Town Council Meeting Minutes**.

**Vote:** Unanimous

**Result:** Motion carried.

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## 9. ORDINANCE 2025-04 – RECOVERY RESIDENCES

The Town Clerk presented correspondence including **Ordinance 2025-04**, required by state statute **397.487**, establishing a reasonable accommodation process for certified recovery residences.

The Town Attorney advised:

- Two readings are required
- Deadline of January 1, 2026 cannot be met
- Having the ordinance on the agenda demonstrates good-faith compliance

**Motion** made by Councilman Swanson and **seconded** by Councilwoman Evans to **table Ordinance 2025-04** for further legal preparation.

**Vote:** Unanimous

**Result:** Ordinance tabled.

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## 10. RESOLUTION 2025-14 – PUTNAM COUNTY LOCAL MITIGATION PLAN

The Town Clerk introduced **Resolution 2025-14**, adopting the Putnam County Local Mitigation Plan.

**Motion** made by Councilwoman Evans and **seconded** by Councilwoman Cooney to adopt Resolution 2025-14.

**Vote:** Unanimous

**Result:** Resolution adopted.

Purpose: To maintain FEMA eligibility and ensure coordinated emergency response and debris collection.

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## 11. TREE BOARD COMMITTEE REPORT

The Tree Board reported:

- Approval of the Town's **35th Tree City USA Award**
- Arbor Day Ceremony scheduled for **January 9, 2026 at 4:00 PM** at the ballfield.
- Next Tree Board Meeting: **March 10 2026**
- Tree work report (October–December):
  - 106 man-hours
  - Cost: \$4,211.98

Discussion included recognition of historic oak trees at the ballpark and consideration of commemorative plaques.

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## 12. FINANCE OFFICER REPORT

The Finance Officer Jennifer presented the **check register (pages 5–7)**.

Explanation provided for elevated credit card charges related to Halloween and Christmas events.

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## 13. MAINTENANCE BUILDING INSULATION PROJECT

Three bids were presented for spray foam insulation.

**Motion** made by Councilwoman Evans and **seconded by** Councilwoman Mead and Councilman Swanson to approve **Silverback Insulation** in the amount of **\$11,100**.

**Vote:** Unanimous

**Result:** Motion carried.

The project is intended to mitigate extreme heat, improve energy efficiency, and provide sound dampening.

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## 14. LEGISLATIVE NETWORKING – RURAL COUNTY DAYS

Discussion held regarding:

- Rural County Days (January 21–22)
- Putnam County Day (February 19)

**Motion** made by Councilwoman Evans and **seconded by** Councilwoman Kuleski to approve travel for the Town Clerk and/or Finance Officer to attend one or both legislative events.

**Vote:** Unanimous

**Result:** Motion carried.

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## 15. RCMA BUILDING LEASE

Council confirmed notification to **RCMA** that the lease will not be renewed upon expiration in **2028**.

**Action Item:**

- Clerk, Superintendent, and staff to schedule a walkthrough with RCMA to document restoration requirements.

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## 16. NEW BUSINESS & PUBLIC COMMENT

- Lighting concerns at Mayor’s Park parking lot
- Malfunctioning solar-powered stop sign at Community Center
- Presentation of TRIM commendation letter noting **zero violations**
- New park and beach banner designs presented
- Discussion of outdated and conflicting signage at parks and beach

**Action Item:** Mayor and Clerk to review all town signage



**Public Comment**

**Bud Eckels** - Wants to make the Council aware of a rumor that the Beautification Committee quit, and states it is because of how the stove removal was handled.

Larry Flaman -request to serve as BOCC liaison.

Discussed but **no action taken** due to procedural concerns. Request to put on the next meeting.

Upcoming Events were reviewed.

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**17. ADJOURNMENT**

**Motion to adjourn by Councilwoman Evans.**

There being no further business, the meeting was adjourned at **7:24 PM**.

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**Respectfully submitted,**

Andrea Almeida  
**Town Clerk**  
Town of Pomona Park

