



**Town of Pomona Park Agenda**  
**Town Council Meeting**  
**Mayor Anthony Cevalos**  
**Mayor Pro-Tem Councilwoman Evans**  
**Councilman Rohrbaugh**  
**Councilwoman Mead**  
**Councilwoman Kuleski**  
**Councilwoman Cooney**

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

**Tuesday, October 14, 2025**

**6:00 PM**

**Chambers**

**Town Staff**

**Andrea Almeida, Town Clerk Jennifer**

**Paul, Finance Officer**

**Leo Villegas, 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.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

**3. MOMENT OF SILENCE- Former Mayor of Crescent City Nancy Harris, CPO Milo Henderson**

**4. ROLL CALL**

**5. WELCOME VISITORS**

**6. SWEARING-IN OF NEW COUNCILMAN Michael Rohbaugh**

**7. CORRESPONDENCE**

**8. ADOPTION OF MINUTES**

- Budget Hearing – September 10, 24th 2025

- FRDAP Meeting – September 24, 2025

- IRP Meeting – September 24, 2025

- Regular Council Meeting – September 10, 2025

**9. PROCLAMATIONS- Breast Cancer Awareness Month, Domestic Violence Awareness Month, Red Ribbon Week**

**10. PRESENTATIONS-Alexander M. Sharp, Esquire General Counsel, Putnam County Sheriff's Office**

**11. PUBLIC HEARING ITEMS**

**Ordinance 2025-03**

AN ORDINANCE BY THE TOWN COUNCIL OF POMONA PARK, FLORIDA, CREATING SECTION \_\_\_\_\_ IN THE CODE OF ORDINANCES OF THE TOWN OF POMONA PARK, FLORIDA TO BE KNOWN AS THE POMONA PARK SEXUAL OFFENDER AND SEXUAL PREDATOR ACT, PROVIDING FINDINGS, INTENT, DEFINITIONS, AND RESIDENCY REQUIREMENTS; AUTHORIZING COLLECTION OF REGISTRATION FEES; PROHIBITING PRESENCE, LOITERING, OR PROWLING WITHIN CHILD SAFETY ZONES WITH EXCEPTIONS; RESTRICTING PARTICIPATION IN HALLOWEEN ACTIVITIES WITH AN EXCEPTION; PROHIBITING COHABITATION OF OFFENDERS; ESTABLISHING ACCOUNTABILITY FOR PROPERTY OWNERS, LANDLORDS, AND LESSORS; REQUIRING NOTICE FOR TEMPORARY EMERGENCY SHELTERS; PROVIDING PENALTIES FOR VIOLATIONS; PROVIDING FOR APPLICABILITY AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**12. UNFINISHED BUSINESS and Committee Reports**

- Jennifer Paul, Treasurer: Check Register & Trial Balance

- Councilman Swanson: Roads and Streets Committee

**13. NEW BUSINESS**

**A. Resolution 2025-11**

A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA,  
AMENDING THE CAPITAL IMPROVEMENT PLAN THROUGH 2029/2030.

**B. Resolution 2025-12**

**A RESOLUTION OF THE TOWN OF POMONA PARK RECOGNIZING THE FLORIDA CITY GOVERNMENT WEEK, OCTOBER 20-26, 2025, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.**

**C. Resolution 2025-13**

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

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**D. Bids for Public Works**

- Spray Foam Insulation for Public Works Building**
- E. Setting of Halloween Trick or Treat Hours-6pm-8pm**
- F. Councilman Swanson- Historic Board Committee**
- G. Councilman Swanson-Weapons in Parks**
- H. Councilman Swanson-Letter against FPL Increase**

- **DISCUSSION BY TOWN COUNCIL OF MATTERS**
  - **DISCUSSION BY TOWN ATTORNEY OF MATTERS**
  - **DISCUSSION BY TOWN CLERK OF MATTERS**
  - **PUBLIC PARTICIPATION**
- Remainder of Public Comments is limited to 5 MINUTES**
- **UPCOMING EVENTS**
  - **ADJOURNMENT**

**Town of Pomona Park  
Correspondence List for October 14, 2025**

<b>1. Meeting Minutes 09/10 &amp; 9/24,2025-----</b>	<b>1-14</b>
<b>2. Proclamation for Breast Cancer Awareness Month-----</b>	<b>15</b>
<b>3. Proclamation for Domestic Violence Month-----</b>	<b>16-17</b>
<b>4. Proclamation for Red Ribbon Week-----</b>	<b>18</b>
<b>5. Ordinance 2025-03 Creating a new section of the Code of Ordinances- 19-28</b>	
<b>6. Financial Statements-----</b>	<b>29-31</b>
<b>7. Resolution 2025-11-----</b>	<b>32-38</b>
<b>8. Resolution 2025-12-----</b>	<b>39</b>
<b>9. Resolution 2025-13-----</b>	<b>40-41</b>
<b>10. Bids for Spray Foam for Shop-----</b>	<b>42-45</b>
<b>11. Upcoming Events-----</b>	<b>46</b>



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**TOWN OF POMONA PARK**  
**FIRST BUDGET HEARING MEETING MINUTES**  
**Wednesday, September 10, 2025 – 5:30 PM**  
Town Hall Council Chambers  
1775 US Hwy 17 South, Pomona Park, FL 32181

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**1. Call to Order**

Mayor Anthony Cuevas called the meeting to order at 5:30 PM.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Cuevas.

**3. Roll Call**

Mayor Cuevas conducted the roll call.

**Present:**

- Mayor Anthony Cuevas
- Councilman Swanson – Seat 1
- Councilman Evans – Seat 3
- Councilman Mead – Seat 4
- Councilman Kuleski – Seat 5
- Councilman Cooney – Seat 6(Absent)

**Absent:**

- Seat 2 – Vacant
- Councilman Cooney

**4. Welcome & Opening Remarks**

Mayor Cuevas welcomed the public and provided opening remarks regarding the budget process and its importance in guiding the fiscal health of the Town.

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**5. Public Hearing – FY 2025/2026 Proposed Budget**

The public hearing was opened to discuss the proposed millage rate and budget for the upcoming fiscal year. The Town's proposed millage rate is **6.5**, which is **19.70% higher** than the rollback rate of **5.4 mills**.

The proposed **total budget** for FY 2025-2026 is **\$2,061,099** across all funds.

## 6. Presentation of Tentative Millage Rate and Proposed Budget

Finance Officer Jennifer Paul presented the tentative millage rate and the detailed line-item budget for all funds, including General Fund, Better Place Fund, and 1 to 5 Cent Fund. Highlights included major grant funding from FRDAP and CDBG sources, key investments in infrastructure, public safety, and economic development projects.

## 7. Public Comment on the Budget

No members of the public requested to speak.

## 8. First Reading of Ordinances

### a. Ordinance 2025-01

**Title:** *An Ordinance Adopting the Levying of Ad Valorem Taxes for FY 2025-2026*

The ordinance was read aloud by title by Mayor Cuevas.

**Motion:** Councilman Evans moved to approve the first reading of Ordinance 2025-01.

**Second:** Councilman Mead seconded the motion.

Discussion from the Council. Public Comment asked about the COLA. Mayor Cuevas explained that using reserves and to stop the decline in the reserves was the reason for the increase. Councilwoman Kuleski spoke about the total revenue.

**Vote:**

- **Yeas:** By Roll Call Mayor Cuevas, Councilman Evans, Councilman Mead, Councilman Kuleski, Councilman Swanson
  - **Nays:** None
  - **Absent:** Cooney, Seat 2 Vacant
- MOTION CARRIED**

### b. Ordinance 2025-02

**Title:** *An Ordinance Adopting the Final Budget for FY 2025-2026*

The ordinance was read aloud by title by Mayor Cuevas.

**Motion:** Councilman Evans moved to approve the first reading of Ordinance 2025-02.

**Second:** Councilman Mead seconded the motion.

Council Discussion- None

Public Comment- it was asked about discretionary spending. Town Clerk Andrea explained that the town does not budget.

**Vote:**

- **Yeas:** Cuevas, Evans, Mead, Kuleski, Swanson

- **Nays:** None
  - **Absent:** Cooney, Seat 2 Vacant
- MOTION CARRIED**
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## **9. Announcements**

Mayor Cuevas announced that the **Second and Final Budget Hearing** will be held on **Wednesday, September 24, 2025 at 5:30 PM** in the Town Hall Council Chambers.

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## **10. Adjournment**

**Motion Made by Councilwoman Mead at 5:47pm.**

There being no further business, the meeting was adjourned at 5:47PM.

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**Minutes respectfully submitted by:**  
Andrea Almeida, CMC  
Town Clerk

**TOWN OF POMONA PARK  
REGULAR TOWN COUNCIL MEETING MINUTES**

**Date:** September 10, 2025

**Location:** Town Council Chambers, 1775 US Hwy 17 South, Pomona Park, FL 32181

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**1. CALL TO ORDER**

The meeting was called to order by Mayor Anthony Cuevas at 6:00pm.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by all present.

**3. MOMENT OF SILENCE**

A moment of silence was observed in honor of **Robert Rumler** and all the victims of the 9/11 tragedy.

**4. ROLL CALL**

Present:

- Mayor Anthony Cuevas
- Councilwoman Evans
- Councilwoman Mead
- Councilwoman Kuleski
- Councilwoman Cooney(absent)
- Councilman Swanson

Staff Present:

- Andrea Almeida, Town Clerk
  - Jennifer Paul, Finance Officer
  - Leo Villegas, III Town Attorney
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**5. WELCOME VISITORS**

Mayor Cuevas welcomed all visitors in attendance.

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**6. CORRESPONDENCE – TOWN CLERK**

Town Clerk Andrea Almeida presented correspondence.

**Motion:** To adopt the minutes from the **August 5, 19,2025 Workshop** and **August 12, 2025 Council Meeting**.

**Motion by:** Councilwoman Evans

**Seconded by:** Councilwoman Mead

**Vote:** Passed unanimously.

## 7. PROCLAMATIONS

None

Mayors Moment- Mayor Cuevas gave an apology and statement of commitment to the community.

## 8. PRESENTATION

**Jeffrey Winters** with **Cornerstone Community Partners** gave a presentation regarding the **FRDAP 26 Opportunity**.

Discussion included potential funding strategies and application timelines. Mr. Winters explained the projects that he is currently working on for the Town. HMGP Award is in line with funding. The Town should receive the award, but this is a slow process. The infrastructure repair program are disaster recovery funds, designed for infrastructure repair program. The benefit with this program this offers a zero percent match the other program is a 25 percent match. Cornerstone is not charging a fee to apply for this grant.

Councilwoman Evans motioned to allow Corner Stone to apply for the Infrastructure Repair Program and Councilwoman Mead 2<sup>nd</sup> the motion. A discussion was had about what the grant covers and where the projects are located. Councilman Swanson stated the community center has a generator. Charles Behm asked about the generator fuel. Mayor Cuevas explained the process of the fueling.

Vote Unanimous

FFY CDBG application was not funded on the initial list. The Towns application is at the very top of the list if more funds are available. Some funds may be reallocated if available. The town may request a waiver for the same amount.

Current open CDBG project- the close out documents still need to be completed at no cost.

Request to allow Cornerstone Community Partners to close out the CDBG grant on behalf of the Town.

Councilwoman Evans motioned to allow Cornerstone to complete the CDBG grant on behalf the town. Councilwoman Mead 2<sup>nd</sup> the motion

Vote Unanimous.

FRDAP grant application process- Cornerstone would like to apply for the FRDAP Grant Cycle on behalf of the town.

Councilwoman Evans motioned to allow Cornerstone to apply for the FRDAP grant Cycle.

Councilman Swanson 2<sup>nd</sup> the motion.

Vote unanimous.

FRDAP- the town is ready to close out the grants, and Cornerstone would like to assist with the closeout of the two FRDAP grants at the rate of \$5,000 each., no engineered cost.

Councilwoman Evans motioned to allow Cornerstone to assist with the two closeouts of the FRDAP, \$5,000 with Councilman Swanson 2<sup>nd</sup> the motion.

Vote – Unanimous

September 24 meetings Resolution, Stand Alone public Meeting, meeting with Parks and Recreation Board, set a time. Infrastructure Grant, designation of signature authority.

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## 9. PUBLIC HEARING ITEMS

None.

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## 10. UNFINISHED BUSINESS, INCLUDING COMMITTEE REPORTS

- **Check Register and Trial Balance:** Jennifer Paul, Treasurer, presented the financial report for review.
- **Town Attorney explained that Congressman Randy Fine has a staff member assisting the town with the penalties and fines.**
- **Tree Report:** Opened the September Quarterly Tree Report at 6:32 pm. Councilwoman Mead provided an update on tree maintenance and future planting plans. Councilwoman Mead talked about the trees planted in the past of Arbor Day. Councilwoman Mead is asking for input on tree planting for 2026 Arbor Day Set for Jan 9 at 4pm. Councilwoman Mead explained the different types of trees that have been planted in the past and stated that Oak Trees do best for the Town. Closed at 6:37pm

- **Council Seat #2 Appointment:** Council discussed filling the vacant seat.

Nelson Anderson would like to improve the image of the town. Councilwoman Evans asked how long he lived here. 2 years. Councilman Swanson asked about his background. Mr. Anderson explained he worked for water management and Clay County and now runs a business out of his barn. Charles Behm asked about Mr. Anderson's properties. Resident asked about cleaning about the town. Mr. Anderson replied that the magistrate process is slow.

Nancy Lajoie- has lived in the town over twenty years. Her background is governmental accounting. Managed grants, to get teachers training. Asked about her current employment she works with her spouse. Asked about the business, auto repair business. She has worked for the Town of Pomona Park, and for Crescent City. She worked in the code enforcement, accounts payable to assist the clerk. Asked what her goal would be for the town. Grants would be her focus. Asked what her reason for leaving the town and she explained.

Michael Rohrbaugh- introduced himself, he was a pilot with American Airlines and was in the navy. He loves living in Pomona Park, has three children who spent all their time here. Asked what his goal about being on the Council and he stated the traffic and the accidents. Asked about the speeding vehicles on Lake St. He would like to see a better presence with the police. Mr. Rohrbaugh talked about his wife being a teacher.

A discussion about the candidates. Councilman Swanson feels that Mr. Anderson is the best candidate for the seat.

Joe Svingala talked about Ms. Lajoie and her traits.

Councilwoman Evans recommends Mr. Rohrbaugh.

Councilwoman Mead feels that Mr. Rohrbaugh would be the best candidate.

Charles Behm- spoke about Mr. Anderson and the three different skill sets.

Councilwoman Mead made the motion to appoint Mr. Rohrbaugh to the council seat 2 and Councilwoman Evans 2<sup>nd</sup> the motion.

4-1 Councilman Swanson not in favor

**Motion:** motion to appoint Mr. Rohrbaugh to the council seat 2

**Motion by:** Councilwoman Mead

**Seconded by:** Evans

**Vote:** 4-1 Councilman Swanson not in favor.



- **FRDAP Pickle Ball Court Resurfacing Quotes:** Staff presented and discussed multiple vendor quotes.
- **Councilwoman Evans motioned to accept the bid for Court Services in the amount of \$11,250.00 and Councilwoman Kuleski 2<sup>nd</sup> the motion.**
- **A discussion was had about the details.**

**Motion by: Councilwoman Evans**  
**Seconded by: Councilwoman Kuleski**  
**Vote: Unanimous**

## 11. NEW BUSINESS

- **Budget Transfer #1 for FY 24/25:**  
**Motion:** To approve Budget Transfer #1 as presented.  
**Motion by:** Councilwoman Evans  
**Seconded by:** Councilwoman Mead
- **Discussion-** Finance Officer explained the need for the transfer.  
**Vote:** Unanimous
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- **FMIT Invoice for FY 25/26:**  
**Motion:** To approve the FMIT invoice.  
**Motion by:** Councilwoman Kuleski  
**Seconded by:** Councilwoman Evans  
**Vote:** Unanimous
- **2025 Town-Wide Yard Sale:**  
Council supported the idea of organizing a 2025 “Everyone’s Having a Yard Sale” event.  
**Motion and Vote** that the town council puts on the Everyone is having a yard sale on Nov 1, 2025.
- Councilwoman Kuleski motioned to approve the Town Council to put on the yard sale event.
- Councilwoman Evans 2<sup>nd</sup> the motion.
- **Vote unanimous.**

## 12. DISCUSSION BY TOWN COUNCIL OF MATTERS NOT ON THE AGENDA

Councilwoman Evans asked about getting a report from the Deputies on Patrol in the area.  
Councilman Swanson spoke about the new traffic report.

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### **13. DISCUSSION BY TOWN ATTORNEY OF MATTERS NOT ON THE AGENDA**

Attorney Leo Villegas-none

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### **14. DISCUSSION BY TOWN CLERK OF MATTERS NOT ON THE AGENDA**

Town Clerk Andrea Almeida provided updates on upcoming events and administrative tasks.

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### **15. PUBLIC PARTICIPATION**

Larry Flaman- last Thursday or Friday a floating island is on the lake. It's in front of his house right now. Stone Aquatic quoted him \$3,000 to break it up and move it on shore. Larry is requesting that Bruce use the trailer and the ballfield. Town Attorney stated he didn't feel this was appropriate for the Town to handle this.

Ms. Lebbenthal- stated this has happened before, the state should do something about it.

Ms. Chamblis- stated it will be a topic at a Lake Broward association.

Nancy Lajoie asked if the Carp eat that.

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### **16. UPCOMING EVENTS**

Upcoming Events Reviewed

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### **17. ADJOURNMENT**

Councilwoman Mead motioned to adjourn.

The meeting was adjourned at 8:03pm

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**Prepared by:**  
Andrea Almeida, Town Clerk  
09/22/2025

11

**TOWN OF POMONA PARK**  
**REBUILD FLORIDA 2023 & 2024 STORMS INFRASTRUCTURE REPAIR PROGRAM**  
**Wednesday, September 24, 2025 – 5:45 PM**  
Town Hall Council Chambers  
1775 US Hwy 17 South, Pomona Park, FL 32181

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**1. Call to Order**

Mayor Anthony Cuevas called the meeting to order at 5:45 PM.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Cuevas.

**3. Roll Call**

Mayor Cuevas conducted the roll call.

**Present:**

- Mayor Anthony Cuevas
- Councilman Swanson
- Councilman Evans
- Councilman Mead
- Councilman Kuleski
- Councilman Cooney

Jeffrey Winter Cornerstone explained the Infrastructure Repair Program and how it will benefit the town. The IRP will not cost the Town anything and will expand the Fire Protection System. Permanent Generators and Fire Suppression System Improvements. Budget and Funding Requested \$1,551,500 in federal CDBG-DR funds. The objective is to be compliant with the LMI requirements and urgent need criteria.

The floor was opened for Public Comment. A resident asked about the further expansions of hydrants.

Resolution 2025-10

A resolution of the town council of the town of Pomona Park, Florida

Councilwoman Evans motioned to adopt Resolution 2025-10 and Councilwoman Mead 2<sup>nd</sup> the motion. No Discussion.

No Public Comment

Vote was unanimous.

Councilwoman Evans motioned to adjourn 6:00pm

Town of Pomona Park

Parks and Recreation Committee Meeting

### **1. Call to Order**

Mayor Anthony Cuevas called the meeting to order at 6:00PM.

### **2. Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Cuevas.

- Mayor Anthony Cuevas
- Councilman Swanson
- Councilman Evans
- Councilman Mead
- Councilman Kuleski
- Councilman Cooney
- Leo Villages, Susan Herron, Mike Rorhbaugh, Javier Almeida, Jennifer Paul, Andrea Almeida, Jeffrey Winters, Charles Behm, Lisa Smits, Jerald Smits

Jeffrey Winters explained to the members what the Town was looking for the upcoming FRDAP grant opportunities.

Shade Structures, Exercise Trail, Restroom Facilities, or renovation of facilities. Baseball field renovations, soccer field, support facilities or renovations, this includes LED lighting, Benches and Bleachers.

Surveys from the community also include the soccer field as a football field, volleyball field, improvements of equipment specifically toddler equipment.

It was asked about what would be needed for the trail. It was suggested to add fitness equipment. It was asked about the lighting structures.

It was asked who would be using the equipment.

Susan Herron spoke about the security systems for the parks.

A discussion about the future of the parks and what they are used for and who uses them was had. Large fitness stations was the big push.

Adjourn at 6:15pm

## FRDAP Public Meeting

6:15pm

Jeffrey Winters Cornerstone Community Partners

Mr. Winters explained the purpose of the Public Hearing for the FRDAP Grant.

Shade Structure, New Restroom Facilities, Baseball Facilities, Led Lighting. Volleyball Field and a Football field, supportive of playground equipment for toddlers.

It was asked about a 6ft chain length fence. It was suggested about using the survey. Surveys were handed out to residents.

A resident asked if the l.e.d. lights are remote controlled.

Mr. Winters explained that the decisions are made locally to utilize the funds.

Adjourn 6:26pm

Town of Pomona Park, FL

Workshop for Everybody's Having a Yard Sale

September 24, 2025, 6:30pm

Mayor Cuevas opened the workshop at 6:30pm

Councilman Swanson read the ground rules.

Asked about how many spaces are available

Councilwoman Evans volunteered to be the advertisement person along with Councilwoman Cooney

Advertise on The FB page along with neighborhood watch

Asked about vendors and food trucks

Alisha Kuleski - \$20 food vendors 5 at each location

Food Trucks in the parking lot of Mayors Park

Signage- Mayor- Mayors Park Parking Here, No Parking

Councilwoman Evans motioned to adjourn the meeting at 7:27pm



**Town of Pomona Park, Florida**  
**Proclamation**  
**Breast Cancer Awareness Month**

**WHEREAS**, breast cancer is the most commonly diagnosed cancer among women in the United States and remains one of the leading causes of cancer-related death; and

**WHEREAS**, early detection through regular screenings and mammograms can significantly increase survival rates and improve outcomes for those affected by breast cancer; and

**WHEREAS**, thousands of families across the nation — and right here in our own community — have been touched by breast cancer, whether through personal diagnosis or the diagnosis of a loved one; and

**WHEREAS**, the Town of Pomona Park recognizes the strength, courage, and resilience of survivors, honors the memory of those who have lost their lives to this disease, and stands with their families and caregivers; and

**WHEREAS**, during the month of October, organizations, healthcare providers, and citizens join together to raise awareness, promote early detection, and support continued research toward prevention, treatment, and ultimately, a cure for breast cancer; and

**WHEREAS**, the Town Council encourages all residents to wear pink throughout the month of October and to support efforts that foster education, awareness, and compassion within our community.

**NOW, THEREFORE, BE IT PROCLAIMED**, that I Mayor Anthony Cuevas and the Town Council of the Town of Pomona Park, Florida, does hereby designate **October 2025 as Breast Cancer Awareness Month** in the Town of Pomona Park, and urges all citizens to participate in activities that increase awareness and promote prevention and early detection of breast cancer.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the Town of Pomona Park to be affixed this 14th day of October 2025.

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**Anthony Cuevas, Mayor**  
Town of Pomona Park, Florida

ATTEST:

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**Andrea Almeida, Town Clerk**

## **Proclamation**

### **Recognizing October 2025 as Domestic Violence Awareness Month**

**WHEREAS**, the Town of Pomona Park affirms that every person deserves to live free from fear, intimidation, and abuse, and that safety in our homes and relationships is fundamental to the well-being of our residents; and

**WHEREAS**, domestic violence affects individuals of every age, gender, race, faith, and socioeconomic background, causing devastating physical, emotional, and financial harm to survivors, families, and the community; and

**WHEREAS**, survivors often face significant barriers to seeking help, including stigma, isolation, and lack of resources, and our community is committed to promoting safe, trauma-informed pathways to support and justice; and

**WHEREAS**, local and regional partners—including law enforcement, victim advocates, healthcare providers, educators, faith leaders, and service organizations—work tirelessly to prevent abuse, support survivors, hold offenders accountable, and strengthen protective factors through education and outreach; and

**WHEREAS**, Domestic Violence Awareness Month, held each October, unites communities nationwide to increase public understanding, honor survivors, remember those lost, and promote prevention through education, bystander empowerment, and community engagement; and

**WHEREAS**, the Town of Pomona Park encourages residents to learn the warning signs of abuse, support neighbors and loved ones, and connect with credible resources, hotlines, and services that offer confidential assistance and safety planning; and

**WHEREAS**, it is fitting and proper for the Town to join with communities across Florida and the United States to raise awareness, amplify survivor voices, and reaffirm our shared commitment to healthy, respectful, and non-violent relationships;

**NOW, THEREFORE**, I, Anthony Cuevas, Mayor of the Town of Pomona Park, Florida, by virtue of the authority vested in me, do hereby proclaim October 2025 as “Domestic Violence Awareness Month” in the Town of Pomona Park and call upon all residents, businesses, schools, faith communities, and civic organizations to observe this month by increasing awareness, supporting survivors, and advancing prevention efforts that build a safer, more compassionate community.

**PASSED AND ADOPTED** this 14th day of October, 2025, at a duly noticed meeting of the Town Council of Pomona Park, Florida.

TOWN OF POMONA PARK, FLORIDA

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Anthony Cuevas, Mayor

ATTEST:

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Andrea Almeida, Town Clerk

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## Red Ribbon Week Proclamation

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### – PROCLAMATION –

**WHEREAS**, alcohol and drug abuse affect individuals, families, and communities across the nation; and

**WHEREAS**, it is imperative that visible, unified efforts by community members be launched to prevent drug abuse; and

**WHEREAS**, Red Ribbon Week offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

**WHEREAS**, Red Ribbon Week will be celebrated in communities across the nation on October 23-31, 2025; and

**WHEREAS**, businesses, government, law enforcement, media, health care providers, religious institutions, schools, and other community-based organizations will demonstrate their commitment to healthy, drug-free lifestyles by wearing red ribbons and participating in drug prevention activities; and

**WHEREAS**, the community of The Town of Pomona Park further commits its resources to ensure the success of Red Ribbon Week;

**NOW, THEREFORE, BE IT RESOLVED**, I Mayor Anthony Cuevas of The Town of Pomona Park do hereby

proclaim October 23-31, 2025 as RED RIBBON WEEK, and encourage you to participate in drug prevention education activities, not only during Red Ribbon Week, but also throughout the year, making a visible statement that we are strongly committed to a drug-free lifestyle.

Dated this 14th day of October, 2025.

By \_\_\_\_\_  
Mayor Anthony Cuevas

Attest: \_\_\_\_\_  
Andrea Almeida, CMC Town Clerk

**ORDINANCE NO. 2025 –03**

**AN ORDINANCE BY THE TOWN COUNCIL OF POMONA PARK, FLORIDA, CREATING CHAPTER 27 ARTICLE I. IN THE CODE OF ORDINANCES OF THE TOWN OF POMONA PARK, FLORIDA TO BE KNOWN AS THE POMONA PARK SEXUAL OFFENDER AND SEXUAL PREDATOR ACT, PROVIDING FINDINGS, INTENT, DEFINITIONS, AND RESIDENCY REQUIREMENTS; AUTHORIZING COLLECTION OF REGISTRATION FEES; PROHIBITING PRESENCE, LOITERING, OR PROWLING WITHIN CHILD SAFETY ZONES WITH EXCEPTIONS; RESTRICTING PARTICIPATION IN HALLOWEEN ACTIVITIES WITH AN EXCEPTION; PROHIBITING COHABITATION OF OFFENDERS; ESTABLISHING ACCOUNTABILITY FOR PROPERTY OWNERS, LANDLORDS, AND LESSORS; REQUIRING NOTICE FOR TEMPORARY EMERGENCY SHELTERS; PROVIDING PENALTIES FOR VIOLATIONS; PROVIDING FOR APPLICABILITY AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council of Pomona Park, Florida, prioritize the health, welfare, and safety of its children by reducing opportunities for sexual offenders and predators to interact with them or misuse public spaces for criminal purposes; and

**WHEREAS**, achieving this vital interest requires cooperation between federal, state, and local efforts to address emerging threats; and

**WHEREAS**, Section 775.215, Florida Statutes, currently prohibits certain sexual offenders and predators from residing within 1,000 feet of schools, childcare facilities, school bus stops, parks, and playgrounds; and

**WHEREAS**, due to the significant risk of recidivism, the Town Council believes extending residency restrictions to 2,500 feet, prohibiting loitering in specific areas, and restricting Halloween activities will better protect children while balancing housing availability and

**WHEREAS**, pursuant to Sections 943.0435 and 775.21, Florida Statutes, sexual offenders and predators must register their addresses with the Sheriff's Office within 48 hours of release from custody or supervision, and

**WHEREAS**, this registration process consumes resources, justifying fees for registrants and

**WHEREAS**, property owners and lessors have a duty to ensure compliance with this Ordinance before renting to sexual offenders or predators, and

**WHEREAS**, Article VIII, Section 1 of the Florida Constitution and Chapter 162, Florida Statutes, authorize the Pomona Park Town Council to enact ordinances with penalties under Sections 775.082 and 775.083, Florida Statutes.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF POMONA PARK, FLORIDA:**

**SECTION 1. RECITALS.** The Town Council of Pomona Park hereby adopts the above recitals and incorporates them herein as a part of this Ordinance.

**SECTION 2. CODE CREATED.** New Code shall be enacted in Chapter \_\_\_\_, specifically Section \_\_\_\_, to be titled, "The Pomona Park Sexual Offender and Sexual Predator Act", as follows:

**Chapter 27 Article I. Sexual Offender and Sexual Predator Act.**

- (a) Repeat sexual offenders, those who use physical violence, and those who prey on children are sexual predators posing an extreme threat to public safety. Sexual offenders often use physical violence and are prone to recidivism. Most commit numerous offenses, have more victims than reported, and face prosecution for only a fraction of their crimes, making their societal cost, though incalculable, clearly exorbitant.
- (b) This Section serves the Town's compelling interest in promoting, protecting, and improving the health, safety, and welfare of its citizens, especially children, by prohibiting sexual offenders and predators from residing near areas where children regularly congregate, restricting rental of such properties to them, and limiting their access to parks and childcare facilities.

(c) This Act applies to all incorporated areas of the Town of Pomona Park, Florida.

(d) Definitions. The following terms have the meanings ascribed:

- (1) “**Child**” or “**children**” means any person under eighteen (18) years of age.
- (2) “**Childcare facility**” means day nurseries and family day care homes licensed by the Department of Children and Families, per Section 402.302, Florida Statutes.
- (3) “**Child safety zone**” means an area five hundred (500) feet extending from schools, childcare facilities, parks, and school bus stops, measured as specified for residency restrictions in this Ordinance.
- (4) “**Convicted**” or “**conviction**” means a determination of guilt from a trial or plea of guilty or nolo contendere, regardless of adjudication, including convictions by federal, military, or other jurisdictions, with sanctions such as fines, probation, or incarceration.
- (5) “**Fall Festival**” means a family-friendly, often faith-based event organized by a religious entity, typically in late October, as an alternative to Halloween.
- (6) “**Halloween**” means a popular, largely secular celebration in the U.S., marked by trick-or-treating, pumpkin carving (jack-o’-lanterns), haunted houses, and spooky themes, traditionally observed on or around October 31.
- (7) “**Legal guardian**” or “**guardian**” means a child’s biological or adoptive parent or a person responsible for their care under Florida law or similar statutes.
- (8) “**Park**” has the meaning in Section 775.215, Florida Statutes: public or private property designated for recreation where children regularly congregate.



- (9) “Participate” means actively engaging in an activity or event.
- (10) “Permanent residence” means a place where a person abides, lodges, or resides for three or more consecutive days, excluding the first day in the count.
- (11) “Playground” has the meaning in Section 775.215, Florida Statutes: a designated area with play structures for children.
- (12) “Reside” or “residence” means having a permanent or temporary place of abode.
- (13) “School” means a public or private kindergarten, elementary, middle, or high school.
- (14) “School bus stop” means a location designated by the Putnam County School District or a private school under Part IV, Chapter 1002, Florida Statutes, for student pick-up or drop-off.
- (15) “Sexual offender” has the meaning in Section 943.0435, Florida Statutes.
- (16) “Sexual offense” means a conviction under Sections 794.011, 800.04, 827.071, 847.0135(5), or 847.0145, Florida Statutes, or similar laws elsewhere, where the victim was under sixteen (16) years old, excluding Section 794.011(10).
- (17) “Sexual predator” has the meaning in Section 775.21, Florida Statutes.
- (18) “Temporary residence” means a place where a person abides, lodges, or resides for three or more days in a calendar year, excluding the first day, and which is not their permanent address, including travel destinations or vocational/educational sites in-state and for out-of-state residents.
- (19) “Transient residence” means a county where a person stays for three or more days in a calendar year, excluding the first day, without a

permanent or temporary address, including shelters or locations without specific addresses.

(e) Residency Requirements

- (1) A sexual offender or predator required to register under Sections 943.0435 or 775.21, Florida Statutes, may not establish a permanent, temporary, or transient residence within 2,500 feet of any school, childcare facility, school bus stop, park, or playground.
- (2) The 2,500-foot distance is measured in a straight line from the outer boundary of the parcel containing the offender's or predator's residential dwelling to the outer boundary of the parcel with the school, childcare facility, park, school bus stop, or playground, not by pedestrian or automobile routes. For units within cooperatives, condominiums, or apartment buildings, the parcel refers to the property on which the building is situated.
- (3) No more than two sexual offenders or predators may reside at the same address unless related by blood, marriage, or adoption.
- (4) No sexual offender or predator may reside within 500 feet of another unless related by blood, marriage, or adoption.
- (5) No sexual offender or predator may reside in a multi-family dwelling, manufactured/mobile home park, or condominium if their total exceeds 10% of occupied single-dwelling units.
- (6) Exceptions: This Section does not apply if:
  - a. The residence was established before this Article's effective date, unless a new sexual offense or probation violation occurs thereafter.
  - b. The person was a minor at the time of committing the offense and was not convicted as an adult.
  - c. The person is a minor; or

- d. A school, childcare facility, park, school bus stop, or playground is established within 2,500 feet after residency begins.

(f) Registration Fees

- (1) Initial Registration—Upon registering with the Putnam County Sheriff's Office as required by Sections 775.21 and 943.0435, Florida Statutes, a sexual offender or predator must pay a \$50.00 fee.
- (2) Current Registrants—This fee does not apply to those registered before this Section's adoption, but other fees in this Section apply.
- (3) Required Updates—For periodic updates under Sections 775.21, 943.0435, and 944.607, Florida Statutes, a \$25.00 re-registration fee is due each time.
- (4) Change of Address—Reporting a change in permanent, temporary, or transient residency (outside quarterly/bi-annual updates) requires a \$10.00 fee.

(g) Failure to Pay Registration Fees

- (1) If unable to pay at registration, the Sheriff's Office shall accept the registration, invoice the fees, and provide a copy to the registrant, due within 30 days.
- (2) Unpaid fees shall be reported in accordance with standard accounting practices and are recoverable through civil action.
- (3) Fees are waived for unemancipated minors under 18 until they reach 18, when registration is treated as initial.
- (4) No fees apply for address changes due to incarceration, though initial and re-registration fees remain.
- (5) Collected fees shall fund the Sheriff's Office's administration of this Article, crime prevention, safe neighborhood programs, child protection training, drug abuse education, or other law enforcement purposes.

(h) Prohibited Presence, Loitering, or Prowling at Certain Locations

(1) Sexual offenders and predators may not be present, loiter, or prow within a child safety zone. Upon registration, the Sheriff's Office shall provide a list of such zones, updated annually, which registrants must acknowledge by signature. Failure to receive or inaccuracies in the list are not defenses.

(2) Exceptions: This prohibition does not apply to:

- a. Dropping off or picking up their child or a friend's/relative's child (with parental permission) or attending an activity with such a child or an adult-only function;
- b. Voting or registering to vote at designated locations during allotted times;
- c. Conducting official business at government buildings;
- d. Single trips passing through a zone enroute elsewhere;
- e. Attending religious services.
- f. Minors enrolled in Putnam County schools (grades 1–12) while at school or at their bus stop.
- g. Distance is measured in a straight line from the outer property line of the child-use area.
- h. For permitted activities, offenders/predators may not linger beyond the time reasonably necessary.

(i) Prohibited Halloween and/or Fall Festival Activities; Exception

(1) Sexual offenders and predators may not participate in Halloween or Fall Festival events involving children, such as distributing candy or wearing costumes to attract them.

(2) On or about October 31, they must:

- a. Avoid all Halloween and Fall Festival contact with children.
- b. Keep outside residential lighting off after 5:00 p.m. EST, and
- c. Display no exterior decorations to entice children.
- d. Exceptions, events with their related children, where no unrelated children are present, are exempt.

(j) Temporary Emergency Shelters: Notice Requirements

- (1) A sexual offender or predator using a temporary shelter established by a public or private entity due to an emergency, incident, or threatened emergency must immediately notify the on-site law enforcement officer of their status and be assigned to a designated shelter for such individuals.
- (2) The Putnam County Sheriff has sole authority to designate such shelters, including public buildings or correctional facilities.
- (3) Failure to notify is a violation subject to penalties under Section (k).

(k) Penalties. Violations of this Article by a sexual offender or predator constitute a second-degree misdemeanor, punishable by a fine up to \$500.00, imprisonment up to 60 days in Putnam County Jail, or both, pursuant to Sections 775.082 and 775.083, Florida Statutes.

(l) Property Owners or Lessors Prohibited from Renting to Certain Sexual Offenders or Predators and Penalties

- (1) It is unlawful to knowingly rent any property within 2,500 feet of a prohibited location to a sexual offender or predator for use as a residence, including after notification of their status.
- (2) Before renting such property, and annually thereafter, owners or lessors must confirm via the National Sex Offender Public Website

(<https://www.nsopw.gov/>) that the prospective renter or adult resident is not a registered offender or predator. The Sheriff's Office's non-emergency line may assist. Presumptions in prosecution include:

- a. Knowledge of status if registered on the website and
- b. Residential use of the property is zoned residential.

### (3) Penalties

- a. A knowing and willful violation is a second-degree misdemeanor, punishable by a fine of up to \$500.00 and/or up to 60 days in jail.
- b. Owners may face a \$250.00 daily lien on the property for each day of violation or non-compliance.

### (m) Designation of Enforcement Authority

- a. The Town of Pomona Park, Florida, pursuant to the authority granted under Florida Statutes 166.021, 166.041, and 162.22, hereby authorizes and directs the Sheriff of Putnam County, Florida, and their duly appointed deputies, to enforce all criminal ordinances of the Town of Pomona Park, Florida, including but not limited to those enumerated explicitly in this section . This authorization extends to the investigation, citation, arrest, and prosecution of any violations occurring within the corporate limits of the Town of Pomona Park, Florida, and its extraterritorial jurisdiction as defined by law

## **Chapter 27 SEVERABILITY OF PARTS OF CODE.**

**Chapter 27 Article #1. Conflicts** It is hereby declared to be the intention of the Pomona Park Town Council that the sections, paragraphs, sentences, clauses, and phrases of this Code are severable. If any phrase, clause, sentence, paragraph, or Section of this Code shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect

any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Code.

**EFFECTIVE DATE.** This Ordinance shall take effect upon its final passage and having been signed by the Mayor of the Town of Pomona Park, Florida, and duly recorded by the town clerk in a book designated for such purposes.

**PASSED AND ENACTED** by the Town of Pomona Park Council of Putnam County, Florida, this 14<sup>th</sup> day of October 2025.

**ON BEHALF OF THE TOWN OF  
POMONA PARK COUNCIL**

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Tony Cuevas, MAYOR

ATTEST:

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Andrea Almeida, Town of Pomona Park Clerk



## Town of Pomona Park

10/8/2025 8:26 AM

Register: 101.000 · Cash In Bank:General Checking

From 09/01/2025 through 09/30/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/02/2025			310.000 · Taxes:314.0...	Deposit		X	541.50	404,156.00
09/02/2025	EFT	Florida Municipal Pe...	-split-		294.00	X		403,862.00
09/02/2025	EFT	Florida Blue	-split-		4,120.86	X		399,741.14
09/02/2025	EFT	Health Equity	-split-		666.64	X		399,074.50
09/02/2025	E-pay	United States Treasury	-split-	59-1502925 Q...	1,287.18	X		397,787.32
09/02/2025	11418	City of Crescent City	540.00 · Public Works:...		30.00	X		397,757.32
09/02/2025	11419	Midland Credit Mana...	229.000 · Other Curren...		84.70	X		397,672.62
09/02/2025	11420	Putnam County Healt...	540.00 · Public Works:...		40.00	X		397,632.62
09/03/2025	EFT	Kyocera	510.00 · General Gove...		60.56	X		397,572.06
09/03/2025	EFT	Capital City Bank	-split-	FRDAP LOC I...	1,691.22	X		395,880.84
09/03/2025	11421	Hill's Hardware	-split-		350.24	X		395,530.60
09/03/2025		QuickBooks Payroll ...	-split-	Created by Pay...	3,936.91	X		391,593.69
09/04/2025	EFT	Roll Kall - Putnam C...	520.00 · Public Safety:...	Deputy Patrol	185.40	X		391,408.29
09/04/2025	EFT	Waste Pro	540.00 · Public Works:...		144.32	X		391,263.97
09/04/2025	EFT	Holmes & Young P.A.	510.00 · General Gove...		1,000.00	X		390,263.97
09/04/2025	DD1685	Almeida, Andrea J	-split-	Direct Deposit		X		390,263.97
09/04/2025	DD1686	Bernard, Jeffrey G	-split-	Direct Deposit		X		390,263.97
09/04/2025	DD1687	Paul, Jennifer S	-split-	Direct Deposit		X		390,263.97
09/04/2025	DD1688	Robinson, Carl L	-split-	Direct Deposit		X		390,263.97
09/04/2025	DD1689	Williams, Alphonso (...)	-split-	Direct Deposit		X		390,263.97
09/04/2025	DD1690	Wolfred, Bruce	-split-	Direct Deposit		X		390,263.97
09/05/2025			-split-	Deposit		X	781.00	391,044.97
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	287.11	X		390,757.86
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	874.24	X		389,883.62
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	769.38	X		389,114.24
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	1,000.27	X		388,113.97
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	4,844.22	X		383,269.75
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	979.52	X		382,290.23
09/05/2025	EFT	United States Treasury	520.00 · Public Safety:...	941 Taxes due ...	8,493.96	X		373,796.27
09/08/2025	EFT	Florida Municipal Pe...	-split-		294.00	X		373,502.27
09/08/2025	E-pay	United States Treasury	-split-	59-1502925 Q...	1,282.40	X		372,219.87
09/09/2025			310.000 · Taxes:314.0...	Deposit		X	73.38	372,293.25
09/09/2025	EFT	DMS - Division of T...	-split-		89.96	X		372,203.29
09/10/2025		QuickBooks Payroll ...	-split-	Created by Pay...	4,049.92	X		368,153.37
09/11/2025	EFT	Colonial Life	-split-		330.30	X		367,823.07
09/11/2025		QuickBooks Payroll ...	-split-	Created by Pay...	1,108.20	X		366,714.87
09/11/2025	DD1696	Almeida, Andrea J	-split-	Direct Deposit		X		366,714.87
09/11/2025	DD1697	Bernard, Jeffrey G	-split-	Direct Deposit		X		366,714.87
09/11/2025	DD1698	Paul, Jennifer S	-split-	Direct Deposit		X		366,714.87
09/11/2025	DD1699	Robinson, Carl L	-split-	Direct Deposit		X		366,714.87

## Town of Pomona Park

10/8/2025 8:26 AM

Register: 101.000 · Cash In Bank:General Checking

From 09/01/2025 through 09/30/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/11/2025	DD1700	Williams, Alphonso (...)	-split-	Direct Deposit		X		366,714.87
09/11/2025	DD1701	Wolfred, Bruce	-split-	Direct Deposit		X		366,714.87
09/12/2025			320.000 · PermitsFees...	Deposit		X	20.00	366,734.87
09/12/2025	DD	Mead, Patricia L	-split-			X		366,734.87
09/12/2025	EFT	City of Crescent City	570.00 · Culture & Rec...		21.18	X		366,713.69
09/12/2025	DD1691	Cooney, Donna S	-split-	Direct Deposit		X		366,713.69
09/12/2025	DD1692	Cuevas III, Anthony R	-split-	Direct Deposit		X		366,713.69
09/12/2025	DD1693	Evans, CarrieAnn M	-split-	Direct Deposit		X		366,713.69
09/12/2025	DD1694	Kuleski, Alisha R	-split-	Direct Deposit		X		366,713.69
09/12/2025	DD1695	Swanson, Mark D	-split-	Direct Deposit		X		366,713.69
09/15/2025			310.000 · Taxes:314.0...	Deposit		X	4,195.75	370,909.44
09/15/2025			310.000 · Taxes:314.0...	Deposit		X	34.95	370,944.39
09/15/2025	EFT	Florida Municipal Pe...	-split-		294.00	X		370,650.39
09/15/2025	E-pay	United States Treasury	-split-	59-1502925 Q...	1,870.48	X		368,779.91
09/15/2025	11422	Aqua Pure Water & ...	540.00 · Public Works:...		120.00			368,659.91
09/16/2025			340.000 · Charges for ...	Deposit		X	13,190.00	381,849.91
09/16/2025	Budget T...		-split-			X		381,849.91
09/16/2025	Budget T...		-split-			X		381,849.91
09/16/2025	Budget T...		-split-			X		381,849.91
09/16/2025	Budget T...		-split-			X		381,849.91
09/17/2025		QuickBooks Payroll ...	-split-	Created by Pay...	3,879.88	X		377,970.03
09/18/2025			330.000 · Intergovern...	Deposit		X	2,874.85	380,844.88
09/18/2025			310.000 · Taxes:315.0...	Deposit		X	3,340.87	384,185.75
09/18/2025	DD1702	Almeida, Andrea J	-split-	Direct Deposit		X		384,185.75
09/18/2025	DD1703	Bernard, Jeffrey G	-split-	Direct Deposit		X		384,185.75
09/18/2025	DD1704	Paul, Jennifer S	-split-	Direct Deposit		X		384,185.75
09/18/2025	DD1705	Robinson, Carl L	-split-	Direct Deposit		X		384,185.75
09/18/2025	DD1706	Williams, Alphonso (...)	-split-	Direct Deposit		X		384,185.75
09/18/2025	DD1707	Wolfred, Bruce	-split-	Direct Deposit		X		384,185.75
09/19/2025	EFT	Putnam County Healt...	540.00 · Public Works:...		140.35	X		384,045.40
09/22/2025	EFT	Florida Municipal Pe...	-split-		294.00	X		383,751.40
09/22/2025	EFT	FPL	-split-	Utilities Billing...	2,793.25	X		380,958.15
09/22/2025	E-pay	United States Treasury	-split-	59-1502925 Q...	1,263.66	X		379,694.49
09/23/2025			310.000 · Taxes:314.0...	Deposit		X	602.07	380,296.56
09/24/2025	EFT	Cardmember Services	-split-	September 202...	1,977.29	X		378,319.27
09/24/2025	EFT	T Mobile	-split-		203.68	X		378,115.59
09/24/2025		QuickBooks Payroll ...	-split-	Created by Pay...	3,944.02	X		374,171.57
09/25/2025			310.000 · Taxes:312.0...	Deposit		X	6,357.12	380,528.69
09/25/2025			330.000 · Intergovern...	Deposit		X	3,773.15	384,301.84
09/25/2025			360.000 · Miscellaneo...	Interest		X	267.21	384,569.05

## Town of Pomona Park

10/8/2025 8:26 AM

Register: 101.000 · Cash In Bank:General Checking

From 09/01/2025 through 09/30/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/25/2025	Transfer		-split-		6,357.12	X		378,211.93
09/25/2025	DD1708	Almeida, Andrea J	-split-	Direct Deposit		X		378,211.93
09/25/2025	DD1709	Bernard, Jeffrey G	-split-	Direct Deposit		X		378,211.93
09/25/2025	DD1710	Paul, Jennifer S	-split-	Direct Deposit		X		378,211.93
09/25/2025	DD1711	Robinson, Carl L	-split-	Direct Deposit		X		378,211.93
09/25/2025	DD1712	Williams, Alphonso (...)	-split-	Direct Deposit		X		378,211.93
09/25/2025	DD1713	Wolfred, Bruce	-split-	Direct Deposit		X		378,211.93
09/26/2025			320.000 · PermitsFees...	Deposit		X	5,438.53	383,650.46
09/26/2025	EFT	Principal Life Insura...	-split-		221.93	X		383,428.53
09/29/2025			310.000 · Taxes:312.0...	Deposit		X	1,422.47	384,851.00
09/29/2025			310.000 · Taxes:312.0...	Deposit		X	2,185.09	387,036.09
09/29/2025	EFT	ADT (Everon)	540.00 · Public Works:...		173.73	X		386,862.36
09/29/2025	EFT	Florida Municipal Pe...	-split-		294.00	X		386,568.36
09/29/2025	E-pay	United States Treasury	-split-	59-1502925 Q...	1,284.78			385,283.58
09/29/2025	Transfer		-split-		1,422.47	X		383,861.11
09/29/2025	Transfer		-split-		2,185.09	X		381,676.02
09/29/2025	11424	K&D Cleaning	570.00 · Culture & Rec...	Community Ce...	375.00			381,301.02
09/29/2025	11425	Hill's Hardware	-split-		153.36			381,147.66
09/30/2025	EFT	Wells Fargo Vendor ...	510.00 · General Gove...		131.12	X		381,016.54

## Resolution 2025-11

### A RESOLUTION OF THE TOWN OF POMONA PARK, FLORIDA, AMENDING THE CAPITAL IMPROVEMENT PLAN THROUGH 2029/2030.

**WHEREAS**, Florida Statute 163.3177 (3) specifies:

- 3)(a) The comprehensive plan shall contain a capital improvements element designed to consider the need for and the location of public facilities in order to encourage the efficient use of such facilities and set forth:
1. A component that outlines principles for construction, extension, or increase in capacity of public facilities, as well as a component that outlines principles for correcting existing public facility deficiencies, which are necessary to implement the comprehensive plan. The components shall cover at least a 5-year period.
  2. Estimated public facility costs, including a delineation of when facilities will be needed, the general location of the facilities, and projected revenue sources to fund the facilities.
  3. Standards to ensure the availability of public facilities and the adequacy of those facilities to meet established acceptable levels of service.
  4. A schedule of capital improvements which includes any publicly funded projects of federal, state, or local government, and which may include privately funded projects for which the local government has no fiscal responsibility. Projects necessary to ensure that any adopted level-of-service standards are achieved and maintained for the 5-year period must be identified as either funded or unfunded and given a level of priority for funding.
  5. The schedule must include transportation improvements included in the applicable metropolitan planning organization's transportation improvement program adopted pursuant to s. 339.175(8) to the extent that such improvements are relied upon to ensure concurrency and financial feasibility. The schedule must be coordinated with the applicable metropolitan planning organization's long-range transportation plan adopted pursuant to s. 339.175(7).

**WHEREAS**, the Town Council of the Town of Pomona Park enacted Ordinance 2013-11, adopting the *Town of Pomona Park 2030 Comprehensive Plan*; and,

**WHEREAS**, the Town of Pomona Park has collected the necessary data to conduct an analysis of the existing Levels of Service (LOS) standards for public facilities as mandated by Section 163.3180, *Florida Statutes*; and,

**WHEREAS**, the data and analysis indicates that the Town of Pomona Park currently has adequate facilities to accommodate the current population; and,

**WHEREAS**, the projection of future demand on public facilities indicates that the replacement, expansion and construction of new public infrastructure are necessary to meet future demand; and,

CAPITAL IMPROVEMENT FUND SOURCES  
FISCAL YEARS 2024/2025 THRU 2029/30

Revenue Source	Fiscal Year 25-26 Capital Budget	Fiscal Year 26-27 Capital Budget	Fiscal Year 27-28 Capital Budget	Fiscal Year 28-29 Capital Budget	Fiscal Year 29-30 Capital Budget	Project Total
<b>General Fund Revenues</b>	\$591,067.00	\$600,000.00	\$600,000.00	\$600,000.00	\$600,000.00	\$2,991,067.00
<b>1-5 Cent Gas Tax Restricted</b>	\$41,000.00	\$41,000.00	\$41,000.00	\$41,000.00	\$41,000.00	\$205,000.00
<b>Better Place Plan Restricted</b>	\$81,000.00	\$81,000.00	\$81,000.00	\$81,000.00	\$81,000.00	\$405,000.00
<b>CDBG Grant Restricted</b>				\$600,000.00		\$600,000.00
<b>FRDAP Grant Restricted</b>	\$400,000.00		\$400,000.00		400,000.00	\$1,200,000.00
<b>TOTAL FUNDS</b>	\$1,113,067.00	\$722,000.00	\$722,000.00	\$722,000.00	\$722,000.00	\$5,401,067.00

Restricted indicates there are externally enforceable limitations on their use.

CAPITAL IMPROVEMENT PROGRAM EXPENDITURES  
FISCAL YEARS 2025-26 THRU 2029/30

Department	Project Description	Money Source	Fiscal Year 25-26 Capital Expend. (Assigned)	Fiscal Year 26-27 Capital Expend. (Assigned)	Fiscal Year 27-28 Capital Expend. (Assigned)	Fiscal Year 28-29 Capital Expend. (Assigned)	Fiscal Year 29-30 Capital Expend. (Assigned)	Project Total
<b>Community Center</b> Warmer for Kitchen AC's x3 Efficiency Upgrades Electrical Upgrades Overflow Parking Fence Restrooms		Better Place Plan Better Place Plan Better Place Plan Better Place Plan Better Place Plan	\$3,000.00					\$15,000.00 \$0.00
			\$60,000.00					
			\$5,000.00					
			\$10,000.00					
			\$15,000.00					
<b>Roads</b> Paving/Blake, Brook, Dawson Materials		1-5 Cent 1-5 Cent	\$50,000.00					\$50,000.00 \$5,000.00 \$0.00
			\$5,000.00					
<b>Mayors Park</b> Generator Fire System <b>Willard Hazen Ball Park</b>		Better Place Plan Better Place Plan	\$49,000.00					\$49,000.00 \$16,000.00
			\$16,000.00					
<b>Middleton Beach</b> Fencing Security Upgrades		Better Place Plan Better Place Plan	\$5,000.00					\$5,000.00 \$15,100.00
			\$8,100.00	\$7,000.00				
<b>Town Hall</b> <b>Security Upgrades</b> <b>Memorial Park Upgrades</b> Sound Equipment		Better Place Plan Better Place Plan Better Place Plan	\$8,100.00	\$7,000.00				\$6,000.00
			\$5,000.00					
			\$6,000.00					
<b>Generator</b> Technology Upgrades		Better Place Plan Better Place Plan	\$40,000.00					
			\$10,000.00					
<b>Maintenance</b> Shop Upgrades		Better Place Plan	\$16,000.00					\$16,000.00







FRDAP									
Fiscal Year Capital Expenditure		\$400,000.00	\$0.00	\$515,000.00	\$290,000.00	\$140,000.00	\$375,000.00		
Fiscal Year Surplus(deficit)		\$1,466,816.00	\$467,647.00	\$656,847.00	\$778,047.00	\$514,247.00			

**WHEREAS**, the Town of Pomona Park has prepared a Schedule of Capital Improvements (the Schedule) that will fund the replacement, expansion and construction of new public infrastructure necessary to satisfy concurrency and the adopted LOS Comprehensive Plan LOS standards; and,

**WHEREAS**, the Town of Pomona Park Town Council has determined that amending the Town’s *Comprehensive Plan* is consistent with the goals, objectives and policies of the *Comprehensive Plan* and maintains internal consistency of and within all Elements; and,

**WHEREAS**, the Town of Pomona Park Town Council hereby finds that this Resolution is in the best interests of the health, safety, and welfare of the citizens of Pomona Park

**NOW, THEREFORE, BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF POMONA PARK:**

**Section 1. Purpose**

Capital Improvement Element Amended to include through the 2029/2030 budget year, as shown on pages 3-5 of this Resolution.

**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 upon final passage as provided by law.

YEAS                      NAYS                      ABSENT OR

NOT VOTING

PASSED ON FIRST READING: \_\_\_\_\_

DULY ADOPTED AT A PUBLIC HEARING, THE 14<sup>th</sup> DAY OF OCTOBER 2025.

**TOWN OF POMONA PARK**

BY: \_\_\_\_\_  
Mayor Anthony Cuevas,

Attest: \_\_\_\_\_  
Andrea Almeida, CMC, Town Clerk

## Resolution 2025-12

### Florida City Government Week

**A RESOLUTION OF THE TOWN OF POMONA PARK RECOGNIZING THE FLORIDA CITY GOVERNMENT WEEK, OCTOBER 20-26, 2025, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.**

**WHEREAS, the** city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

**WHEREAS, the** municipal government provides services and programs that enhance the quality of life for residents, making their city their home; and

**WHEREAS, the** city government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

**WHEREAS,** city government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

**WHEREAS,** Florida City Government Week offers an essential opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government; and

**WHEREAS,** the Florida League of Cities and its member cities have joined together to teach citizens about municipal government through various activities.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF POMONA PARK AS FOLLOWS:**

**Section 1.** That the Town of Pomona Park encourages all citizens, city government officials, and employees to participate in events that recognize and celebrate Florida City Government Week.

**Section 2.** That the Town of Pomona Park encourages educational partnerships between government and schools, as well as civic groups and other organizations.

**Section 3.** That the Town of Pomona Park supports and encourages all Florida city governments to promote and sponsor Florida City Government Week actively.

**IN WITNESS THEREOF,** this Resolution has been duly adopted at a Public Meeting on October 14, 2025,

**By:** \_\_\_\_\_  
Anthony Cuevas, Mayor

**Attest:** \_\_\_\_\_  
Andrea Almeida, Town Clerk

## **RESOLUTION 2025-13**

### **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 2025-26 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 \$35,000.00. Recent Town electric bills vary, averaging 2,800 per month.

**WHEREAS**, said budget includes Town appropriations for employee health insurance in the amount of \$56,000.00. 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 \$4,677/month.

**WHEREAS**, said budget includes Town appropriations for employee compensation in the amount of \$288,000. Weekly Payroll is typically \$5,538.

**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, 2025, through September 30, 2026, up to the amount appropriated in the budget plus the amounts withheld from employee wages.

## RESOLUTION 2025-13

### 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 October 14, 2025, upon final passage as provided by law.

**IN WITNESS THEREOF**, this Resolution has been duly adopted at a Public Meeting on October 14, 2025.

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

Anthony Cuevas, Mayor

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

Andrea Almeida, Town Clerk CMC



# QUOTE

Town of Pomona Park  
370 Pleasant St  
POMONA PARK FL 32181  
USA

**Date**  
18 Aug 2025

**Expiry**  
17 Sep 2025

**Quote Number**  
QU-0008

Silverback Insulation  
55024 3rd St  
ASTOR FL 32102  
UNITED STATES

## Public Works Shop - Walls

Spray 2" closed cell foam over all walls and cover with Ignition Barrier

Description	Quantity	Unit Price	Tax	Amount USD
Walls - Spray Foam Closed Cell - 2"	1.00	3,498.00	Tax Exempt	3,498.00
Ignition Barrier	1.00	1,749.00	Tax Exempt	1,749.00
Canned Foam to seal corners	1.00	103.00	Tax Exempt	103.00
Plastic to cover entire floor and all doors and windows	1.00	650.00	Tax Exempt	650.00
Subtotal				6,000.00
TOTAL TAX				0.00
TOTAL USD				6,000.00

## Terms

TOTAL \$ 11,750.00

Payment is due in full upon completion of the job. We accept Cash, Check, Visa, Mastercard, Discover, American Express, Apple Pay, Samsung Pay, and Google Pay.



# QUOTE

Town of Pomona Park  
370 Pleasant St  
POMONA PARK FL 32181  
USA

**Date**  
18 Aug 2025

**Expiry**  
17 Sep 2025

**Quote Number**  
QU-0007

Silverback Insulation  
55024 3rd St  
ASTOR FL 32102  
UNITED STATES

## Public Works Shop - Roof

Spray 2" closed cell foam over entire roof deck, and cover with Ignition Barrier

Description	Quantity	Unit Price	Tax	Amount USD
Roof Deck - Spray Foam Closed Cell - 2"	1.00	3,347.00	Tax Exempt	3,347.00
Ignition Barrier	1.00	1,619.00	Tax Exempt	1,619.00
Baffles and Canned Foam to block soffits	1.00	134.00	Tax Exempt	134.00
Plastic to cover entire floor and all doors and windows	1.00	650.00	Tax Exempt	650.00
Subtotal				5,750.00
TOTAL TAX				0.00
TOTAL USD				5,750.00

## Terms

Payment is due in full at the completion of the job. We accept Cash, Check, Visa, Mastercard, Discover, American Express, Apple Pay, Samsung Pay, and Google Pay.

## ESTIMATE

**Sparrow Insulation and More LLC**  
6485 Yelvington Rd  
East Palatka, FL 32131

sparrowinsulation@gmail.com  
+1 (386) 227-9682  
www.sparrowinsulation.com



### Bill to

Jeff Bernard  
Pomona Park public works

### Ship to

Jeff Bernard  
Pomona Park public works

### Estimate details

Estimate no.: 1009  
Estimate date: 05/31/2025

#	Product or service	Description	Qty	Rate	Amount
1.	<b>Closed Cell Spray Insulation</b>	Closed Cell Spray Insulation per Board Foot	9420	\$1.60	\$15,072.00
2.	<b>Tape, Prep and Cleanup</b>	Time and labor for preparing the site (masking, taping, covering surfaces) and post-installation cleanup.	1	\$100.00	\$100.00
3.	<b>Lift rental</b>	Rental of Equipment needed to complete job	1	\$350.00	\$350.00
				Subtotal	\$15,522.00
				Discount 5%	-\$776.10
				<b>Total</b>	<b>\$14,745.90</b>

Accepted date

Accepted by





# Estimate

#0000587

**From: 360 Energy Spray Foam LLC**  
2080 Sara Lynn Dr, St Augustine, FL, 32084

**Amount:**  
\$8,900.00

**Bill To: Jeff Benard**  
370 Pleasant St, Pomona Park, FL,  
USA

**Job: 370 pleasant st**

**Date of Issue:**  
9/9/2025

**Expiration Date:**  
10/9/2025

Item	Rate (excl. tax)	Quantity	Tax	Total
Metal building spray foam insulation Install closed cell spray foam insulation on the roof and walls off the metal building average 2 inches	\$8,900.00	1		\$8,900.00
Subtotal				\$8,900.00
<b>Total</b>				<b>\$8,900.00</b>

## Notes:

Please feel free to give me a call if you have any questions.

Thank you,  
Ricardo Almanza  
904 392 69 01

### Upcoming Pomona Park Events and Meeting Announcements:

<a href="#">NorthEast Florida Dinner/Meeting Reservations Required</a>	October 16, 2025 Saint Augustine Beach 5:30pm
Halloween Event Ball Field Everyone's Having A Yard Sale Town Council Meeting	October 31, 2025 4-7pm Ballfield <b>November 1, 2025 Town Wide</b> November 12, 2025 6:00pm Chambers
	