

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, June 18, 2024
Town Council Meeting

Anyone wishing to address the Council regarding topics on the Agenda is requested to complete a request form. Present it to the Town Clerk prior to the meeting. The Town Clerk will allot a three minute limit unless other arrangements have been made. Request forms are available at the sign in podium or the Town Clerks desk.

Abbreviations:

***CM - Council Member *TA - Town Attorney *TC - Town Clerk *TM - Town Manager *VM - Vice-Mayor**

OPEN PUBLIC HEARING 7:00PM

A PUBLIC HEARING FOR THE 2ND & FINAL READING OF PROPOSED ORDINANCE 2024-01; (*READ BY TITLE ONLY*)

AN ORDINANCE OF THE TOWN OF PENNEY FARMS, FLORIDA, A MUNICIPALITY AMENDING THE PENNEY FARMS COMPREHENSIVE PLAN, FUTURE LAND USE MAP DESIGNATION OF THAT CERTAIN PROPERTY CONSISTING OF APPROXIMATELY 1.64 ACRES, MORE OR LESS LOCATED AT 3421 STATE ROAD 16 WEST, PENNEY FARMS, FLORIDA AND MORE PARTICULARLY DESCRIBED IN EXHIBIT 'A'LEGAL DESCRIPTION, CLAY COUNTY PARCEL RE #16-06-25-021733-001-03, FROM RESIDENTIAL MEDIUM-LOW DENSITY TO INSTITUTIONAL/GOVERNMENTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

(DISCUSSION OR COMMENTS BY THOSE PRESENT)

CLOSE PUBLIC HEARING:

OPEN REGULAR COUNCIL MEETING: 7:15PM

FLAG SALUTE: *MAYOR ANDREWS*

MOMENT OF SILENCE: *MAYOR ANDREWS*

APPROVE THE AGENDA:
Motion to accept the Agenda.

ROLL CALL: Mayor Andrews, VM Ryder; CM Brooks; CM DeVille; CM Sabin and Town Manager Cooper

RECOGNITION(S): NONE

APPROVAL OF MINUTES:

- Town Council Meeting Minutes dated May 21, 2024
Motion to approve the Town Council Meeting Minutes for May 21 2024

ORDINANCE(S): **ORDINANCE 2024-01 (Read by Title Only)**

THE 2ND & FINAL READING OF PROPOSED ORDINANCE 2024-01; (*READ BY TITLE ONLY*)

AN ORDINANCE OF THE TOWN OF PENNEY FARMS, FLORIDA, A MUNICIPALITY AMENDING THE PENNEY FARMS COMPREHENSIVE PLAN, FUTURE LAND USE MAP DESIGNATION OF THAT CERTAIN PROPERTY CONSISTING OF APPROXIMATELY 1.64 ACRES, MORE OR LESS LOCATED AT 3421 STATE ROAD 16 WEST, PENNEY FARMS, FLORIDA AND MORE PARTICULARLY DESCRIBED IN EXHIBIT 'A'LEGAL DESCRIPTION, CLAY COUNTY PARCEL RE #16-06-25-021733-001-03, FROM RESIDENTIAL MEDIUM-LOW DENSITY TO INSTITUTIONAL/GOVERNMENTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

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Roll Call Vote: Mayor Andrews _____ VM Ryder _____ CM Sabin _____ CM DeVille _____ CM Brooks _____

RESOLUTION(S): NONE

PROCLAMATIONS: NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the May 2024 Town Manager Report
Motion to approve the Town Manager Report for May 2024

TREASURERS REPORT: Town Manager

Review the May **2024** Treasurer's Report:

- General Fund – 05/01/24 – 05/31/24
 - Utility Enterprises Fund – 05/01/24 – 05/31/24
 - Wastewater/Sewer Fund – 05/01/24 – 05/31/24
 - Bank Balances of the Town bank accounts – 05/01/24 – 05/31/24
- Motion to approve the Treasurer's Report for May 2024*

CONSENT AGENDA:

All matters under the Consent Agenda are routine and will be enacted by one motion and vote. Backup documents and staff recommendations have previously been submitted to the Town Council and will not be discussed unless an item is removed from the Consent Agenda and considered separately under "New Business".

REPORTS OF COMMITTEES/DEPARTMENTS: (All Pulled Reports will be considered under New Business)

- | | | | | | |
|------------|------------------------|----------|-------------------|--------------|-------------|
| 1. Finance | 2. Public Works | 3. CDR | 4. Human Resource | 5. Utilities | 6. Building |
| 7. Grants | 8. Planning and Zoning | 9. Legal | | | |

Motion to accept Consent Agenda

UNFINISHED BUSINESS: NONE

NEW BUSINESS: NONE

1. Pulled Reports
2. Items not on the Agenda
3. Public Participation
4. Other:

TOWN CLERK:

1. Reminder – Ethics Training Dates / Form 6 Deadline – June 30, 2024
2. Reminder – FY 2024/2025 Budget Workshop coming up in July/August

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CORRESPONDENCE: (Location of items – Listed)

May 2024:

1. Copy of Finance Agenda/Meeting Minutes dates May 20, 2024 – Finance Section
2. Copy of Northeast Florida League of Cities (NEFLC) Dinner Meeting Notice – May 16, 2024 – Correspondence Section
3. Copy of the Water Utility Report for May 2024 – Utility Section'
4. Copy of Water Utility Consumer Confidence Report (CCR) – Utilities Section
5. Copy of Letter from Congressman's Beans office to the Town Manager dated May 1, 2024 – Correspondence Section
6. Copy of the Collaborative Events package for Impact Clay – Correspondence Section
7. Copy of Cancelled Town Council Workshop Agenda for May 17, 2024 – Minutes Section
8. Copy of Notice Town Hall closed for Memorial Day dated May 27, 2024 – Miscellaneous Section
9. Copy of the 2024 Estimated Taxable Value for the Town of Penney Farms from the Clay County Appraiser's Office (CCPAO) dated May 30, 2024 – Correspondence Section

Motion to adjourn meeting

Next Town Council Meeting, Tuesday, July 16, 2024