

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, June 21, 2022
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 REGULAR COUNCIL MEETING: 7:00PM

FLAG SALUTE: *MAYOR RYDER*

MOMENT OF SILENCE: *MAYOR RYDER*

APPROVE THE AGENDA:
Motion to accept the Agenda.

ROLL CALL: Mayor Ryder; VM DeVille; CM Sabin; CM Andrews; CM Taylor; Town Manager Cooper

RECOGNITION(S): NONE

PROCLAMATION: NONE

APPROVAL OF MINUTES:

- **Regular Town Council Meeting minutes dated May 17, 2022**

Motion to approve the regular Town Council Meeting Minutes dated May 17, 2022

- **2nd Quarterly Town Council Workshop minutes dated May 13, 2022**

Motion to approve the 2nd Quarterly Town Council Workshop Minutes dated May 13, 2022

ORDINANCE(S): NONE

RESOLUTION(S): RESOLUTION(S) 2022-03

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, AUTHORIZING THE APPLICATION TO THE FLORIDA STATE HOUSE OF APPROPRIATIONS FOR A LOCAL COMMUNITIES GRANT, AND PROVIDING FOR AN EFFECTIVE DATE; AND OTHER PURPOSES.

Motion to approve Resolution 2022-03

TOWN MANAGER REPORT: Town Manager

- A Review of the May 2022 Town Manager Report

Motion to approve the Town Manager Report for May 2022

TREASURERS REPORT: Town Manager

Review the **May 2022** Treasurer's Report:

- General Fund – 05/01/22 – 05/31/22
- Utility Enterprises Fund – 05/01/22 – 05/31/2204/01/22 – 04/30/22
- Wastewater/Sewer Fund – 05/01/22 – 05/31/22

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- Bank Balances of the Town bank accounts – 05/01/22 – 05/31/22

Motion to approve the Treasurer's Report for May 2022

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:

1) Per the Town Council's request at the last Town Council meeting held in May 2022, the Finance Committee has reviewed and discussed the recommendation for approval, a new five (5) Year contract for the Town Manager, David Cooper. * A copy of the Employment Agreement is Located in the Human Resource Section of the Council Books for review.

Motion to approve the new 5 year Employment Agreement for the Town Manager, David Cooper

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

TOWN CLERK:

1. Ethics Training Dates – Listed in front of Town Council Books

CORRESPONDENCE: (Location of items – Listed)

May 2022:

1. Copy of Notice Town Hall Closed on Monday, May 30, 2022 to observe Memorial Day - Miscellaneous Section
2. Copy of Employment Agreement for the Town Manager – Human Resource Section
3. Copy of the Northeast Florida League of Cities Dinner Meeting for April 24, 2022 – Correspondence Section
4. Copy of Compliance letter from Florida Department of Environmental Protection (FDEP) for the Water Utility dated May 5, 2022 – Correspondence Section
5. Copy of Taxable Value letter from the Clay County Property Appraiser (CCPAO) dated May 27, 2022 – Correspondence Section
6. Copy of minutes from Community Development & Recreation (CDR) meeting held on May 17, 2022 – CDR Section
7. Copy of Notice and Planning & Zoning Commission (P&Z) Workshop notes from meeting held on May 25, 2022 – P&Z Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, June 21, 2022