

**PROPOSED AGENDA
Town of Penney Farms, Florida
Wednesday – September 21, 2021
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:

MOMENT OF SILENCE:

APPROVE THE AGENDA:

Motion to accept the Agenda with addition.

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

RECOGNITION(S): NONE

PROCLAMATION(S): NONE

APPROVAL OF MINUTES: *NONE*

RESOLUTION(S): RESOLUTION 2021 - 05 AND RESOLUTION 2021 - 06 (READ BY TITLES ONLY)

RESOLUTION 2021 - 05

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA ADOPTING THE MILLAGE RATE OF 4.4535 MILLS; TO BE LEVIED FOR THE FISCAL YEAR OF 2021 - 2022.

(2nd & Final Reading and voting was carried out in the earlier Public Hearing – No action needed)

RESOLUTION 2021 - 06

A RESOLUTION OF THE TOWN COUNCIL OF PENNEY FARMS, FLORIDA AUTHORIZING A 2.6% RATE INCREASE FOR TREATING THE TOWN OF PENNEY FARMS' WASTEWATER DUE TO THE INCREASE IMPOSED FROM THE CLAY COUNTY UTILITY AUTHORITY (CCUA) THAT WAS ADOPTED AND BECAME EFFECTIVE ON SEPTEMBER 7, 2021.

Motion to approve RESOLUTION 2021 - 06

ORDINANCE(S): ORDINANCE 2021-02 (READ BY TITLE ONLY);

AN ORDINANCE PROVIDING FOR THE ADOPTION AND ENACTMENT OF A BUDGET OF THE ESTIMATED REVENUES AND EXPENDITURES, MAKING APPROPRIATIONS FOR THE FISCAL YEAR OF THE TOWN OF PENNEY FARMS BEGINNING OCTOBER 01, 2021 THROUGH SEPTEMBER 30, 2021.

(2nd & Final Reading and voting was carried out in the earlier Public Hearing – No action needed)

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TOWN MANAGER REPORT: Town Manager

- A Review of the August 2021 Town Manager Report
Motion to approve the Town Manager Report for August 2021

TREASURERS REPORT: Town Manager

Review the August 2021 Treasurer's Report:

- General Fund – 08/01/21 – 08/31/21
 - Utility Enterprises Fund – 08/01/21 – 08/31/21
 - Wastewater/Sewer Fund – 08/01/21 – 08/31/21
 - Bank Balances of the Town bank accounts – 08/01/21 – 08/31/21
- Motion to approve the Treasurer's Report for August 2021*

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. Security | 10. Legal | | |
- Motion to accept Consent Agenda*

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

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

TOWN CLERK:

1. Town Council Stipend

A Motion for the Town Council to designate their stipend amounts totaling \$6,975.00, to be used as a Council Reserve Fund at their discretion.

CORRESPONDENCE: (Location of items – Listed)

August 2021:

1. Copy of the Florida TRIM 2021 Certification of Taxable Value (DR-420) dated August 3, 2021 – Correspondence Section
2. Copy of the Florida TRIM 2021 Maximum Millage Levy Calculation (DR-420MM – P) dated August 3, 2021 – Correspondence Section
3. Copy of the Clay County Property Appraiser (CCPAO) Property Tax Audit Agreement dated August 9, 2021 – Correspondence Section

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4. Copy of Congresswoman Kat Cammack's Newsletter dated August 6, 2021 – Correspondence Section
5. Copy of Bank Balances Confirmation dated August 16, 2021 – Correspondence Section
6. Copy of the Florida Department of Health (FL-DOH) Vaccination Request Form dated August 17, 2021 – Correspondence Section
7. Copy of Congresswoman Kat Cammack's Newsletter dated August 20, 2021(1) – Correspondence Section
8. Copy of Congresswoman Kat Cammack's Newsletter dated August 20, 2021(2) – Correspondence Section
9. Copy of the American Rescue Plan Act (ARPA) Authorization Form and executed Agreement dated August 24th and 30th, 2021 – Correspondence Section

Motion to adjourn meeting

CLOSED TOWN COUNCIL MEETING:

NEXT TOWN COUNCIL MEETING IS SCHEDULED FOR OCTOBER 19, 2021