

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, April 18, 2023
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 DEVILLE*

MOMENT OF SILENCE: *MAYOR DEVILLE*

APPROVE THE AGENDA:
Motion to accept the Agenda.

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

RECOGNITION(S): NONE

APPROVAL OF MINUTES:

- **Town Council Meeting Minutes dated March 21, 2023**

Motion to approve the Town Council Meeting Minutes for March 21, 2023

PROCLAMATION: ****Water Conservation Month****
(Proclamation read in its entirety)

ORDINANCE(S): NONE

RESOLUTION(S): 2023-01

RESOLUTION 2023-01

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, PROVIDING FOR AN INCREASE IN WATER/WASTEWATER UTILITY RATES BASED ON THE 2023 CONSUMER PRICE INDEX (CPI); BASED ON THE WATER/WASTEWATER UTILITY ASSET MANAGEMENT PLANS ALREADY APPROVED BY THE TOWN COUNCIL; PROVIDING FOR PUBLIC NOTICE; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve RESOLUTION 2023-01

TOWN MANAGER REPORT: Town Manager

- **A Review of the March 2023 Town Manager Report**

Motion to approve the Town Manager Report for March 2023

TREASURERS REPORT: Town Manager

Review the **March 2023** Treasurer's Report:

- General Fund – 03/01/23 – 03/31/23
- Utility Enterprises Fund – 03/01/23 – 03/31/23
- Wastewater/Sewer Fund – 03/01/23 – 03/31/23
- Bank Balances of the Town bank accounts – 03/01/23 – 03/31/23

Motion to approve the Treasurer's Report for March 2023

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

TOWN CLERK: Reminder – Town Council Quarterly Workshop - Friday, May 12, 2023 at 9:00am

CORRESPONDENCE: (Location of items – Listed)

March 2023:

1. Copy of Finance Agenda/Meeting Minutes dates March 20, 2023 – Finance Section
2. Copy of CDR Committee Meeting Minutes dated March 14, 2023 – CDR Section
3. Copy of the Shadowlawn Land Management Wildfire Task Force Meeting dated March 3, 2023 – Correspondence Section
4. Copy of the Northeast Florida League of Cities (NEFLC) Dinner Meeting Notice for March 16, 2023 – Correspondence Section
5. Copy of 2023 Florida Power & Light (FPL) Bill Updated – Correspondence Section
6. Copy of Public Service Commission guidelines for 2023 Price Index dated February 17, 2023 – Correspondence Section
7. Copy of the Invitation from the City of Green Cove Springs to attend the 35th Annual River Fest – Correspondence Section
8. Copy of letter from the Clay County Appraisers Office stating the final certification of the 2022 Clay County Assessment Roll – Correspondence Section
9. Copy of the Quarterly Building Permit Report – Building Permit Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, May 16, 2023