

PROPOSED AGENDA
Town of Penney Farms, Florida
Wednesday – August 19, 2020
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.

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

RECOGNITION(S): NONE

PROCLAMATION(S): NONE

APPROVAL OF MINUTES:

- Regular Town Council Meeting Minutes – July 21, 2020

Motion to approve the regular Town Council Meeting Minutes dated July 21, 2020

- Town Council FY 2020/2021 Budget Workshop Minutes – July 31, 2020

Motion to approve the Town Council FY 2020/2021 Budget Workshop Minutes dated July 31, 2020

ORDINANCE(S): NONE

RESOLUTION(S): RESOLUTION 2020-07

A RESOLUTION PROVIDING FOR THE ESTABLISHMENT OF THE PROCEDURES AND CONDUCT OF AN ELECTION IN THE TOWN OF PENNEY FARMS, FLORIDA ON THE SECOND TUESDAY IN THE MONTH OF DECEMBER 2020, FOR THE PURPOSE OF ELECTING THREE (3) MEMBERS TO THE TOWN COUNCIL AS PROVIDED IN ARTICLE III, CHAPTER 74-545, FLORIDA STATUTES, TOWN CHARTER, TOWN OF PENNEY FARMS, FLORIDA.

Motion to approve RESOLUTION 2020-07

TOWN MANAGER REPORT: Town Manager

- A Review of the July 2020 Town Manager Report

Motion to approve the Town Manager Report for July 2020

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TREASURERS REPORT: Town Manager

Review the July 2020 Treasurer's Report:

- General Fund – 07/01/20 – 07/31/20
- Utility Enterprises Fund – 07/01/20 – 07/31/20
- Wastewater/Sewer Fund – 07/01/20 – 07/31/20
- Bank Balances of the Town bank accounts – 07/01/20 – 07/31/20

Motion to approve the Treasurer's Report for July 2020

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 Website: www.penneyfarmsfl.org

CORRESPONDENCE: (Location of items – Listed)

July 2020:

1. Copy of Finance Committee meeting minutes dated 07/20/20 – Finance Section
2. Copy of Florida Department of Transportation (FDOT) Invoice – Correspondence Section
3. Copy of all documentation regarding the COVID-19 from the Clay County Emergency Operations Center (CCEOC) for the month of July – 8 Items (All copies for July 2020 are located in the minutes book only)
4. Copy of CCEOC Situation Report regarding Hurricane Isaias dated July 31, 2020 – Correspondence Section
5. Copy of the Notice of the Town Hall closed on Friday, July 3, 2020 to observe Independence Day – Miscellaneous Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, September 15, 2020