

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, August 17, 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: *MAYOR ANDREWS*

MOMENT OF SILENCE: *MAYOR ANDREWS*

APPROVE THE AGENDA:

Motion to accept the Agenda.

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

RECOGNITION(S):

Richard Powell of Powell & Jones, CPA (Town's Auditor)

To present the Annual Financial Audit for Fiscal year 2019/2020

PROCLAMATION(S): NONE

APPROVAL OF MINUTES:

- Regular Town Council Meeting minutes dated April 20, 2021, 2021
Motion to approve the regular Town Council Meeting Minutes dated April 20, 2021
- Town Council Workshop Meeting Minutes dated May 14, 2021 *(If available)*
Motion to approve the Town Council Workshop Meeting Minutes dated May 14, 2021
- Regular Town Council Meeting Minutes dated May 18, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated May 18, 2021
- Regular Town Council Meeting Minutes dated June 15, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated June 15, 2021
- Regular Town Council Meeting Minutes dated July 20, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated July 20, 2021

ORDINANCE(S): NONE

RESOLUTION(S): NONE

TOWN MANAGER REPORT: Town Manager

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

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TREASURERS REPORT: Town Manager

Review the July 2021 Treasurer's Report:

1. General Fund – 07/01/21 – 07/31/21
 - Utility Enterprises Fund – 07/01/21 – 07/31/21
 - Wastewater/Sewer Fund – 07/01/21 – 07/31/21
 - Bank Balances of the Town bank accounts – 07/01/21 – 07/31/21

Motion to approve the Treasurer's Report for July 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. Legal | | | |

Motion to accept Consent Agenda

UNFINISHED BUSINESS:

1. General Statement for Town Website – For the "Our Town" Section

Motion to approve the general statement for the Town's "Our Town" section of the website, effective immediately upon approval.

NEW BUSINESS:

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

TOWN CLERK:

1. Important Dates - **1st Budget Hearing 9/8/21 @ 6:00pm; 2nd and Final Budget Hearing 9/21/21 @6:30pm; Followed by the regular Town Council Meeting @7:00pm**

CORRESPONDENCE: (Location of items – Listed)

July 2021:

1. Copy of Finance Committee Meeting Minutes dated May 17, 2021 – Finance Section *(If available)*
2. Copy of Finance Committee Meeting Minutes dated June 14, 2021 – Finance Section *(If available)*
3. Copy of Finance Committee Meeting Minutes dated July 19, 2021 – Finance Section *(If available)*
4. Copy of Water Utility Meeting Minutes dated April 15, 2021 – Utilities Section *(If available)*
5. Copy of letter dated July 1, 2021 from the Clay County Property Appraiser's requesting the certification of Taxable Value – DR 420 Form – Correspondence Section

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6. Copy of the letter dated July 2, 2021 from the St. John's River Water Management District authorizing the new Consumptive Use Permit, through 2041, for the Town of Penney Farms Water Utility – Correspondence Section
7. Copy of the State of Florida's Governor Executive Order #21-150 regarding Emergency Management for Tropical Storm Elsa, dated July 3, 2021 – Correspondence Section
8. Copy of Congresswoman Kat Kammack's newsletter dated July 9, 2021 – Corresponding Section
9. Copy of Congresswoman Kat Kammack's newsletter dated July 23, 2021 – Corresponding Section
10. Copy of the State of Florida's Governor Executive Order # 21-175 ensuring Parents' Freedom to Choose – Masks in School, dated July 30, 2021 – Correspondence Section
11. Copy of Clay County COVID-19 protective measure update, dated July 31, 2021 – Correspondence Section
12. Copy of Notice from the Clay County Health Department for a Back to School Immunization Drive received on July 31, 2021 – Correspondence Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, September 21, 2021