

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, August 16, 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:

- **2nd Public Hearing Meeting minutes for Community Development Block Grant (CDBG) dated July 7, 2022**
Motion to approve the 2nd Public Hearing Meeting minutes for CDBG Grant dated July 7, 2022
- **Special Town Council Meeting minutes dated July 7, 2022**
Motion to approve the Special Town Council Meeting minutes dated July 7, 2022
- **Regular Town Council Meeting minutes dated July 19, 2022**
Motion to approve the regular Town Council Meeting Minutes dated July 19, 2022

ORDINANCE(S): NONE

RESOLUTION(S): RESOLUTION 2022-09

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 2022, FOR THE PURPOSE OF ELECTING TWO (2) MEMBERS TO THE TOWN COUNCIL, AS PROVIDED IN ARTICLE III, CHAPTER 74-545, FLORIDA STATUTES, TOWN CHARTER, FOR THE TOWN OF PENNEY FARMS.

Motion to approve RESOLUTION 2022-09

TOWN MANAGER REPORT: Town Manager

- **A Review of the July 2022 Town Manager Report**
Motion to approve the Town Manager Report for July 2022

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TREASURERS REPORT: Town Manager

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

- General Fund – 07/01/22 – 07/31/22
- Utility Enterprises Fund – 07/01/22 – 07/31/22
- Wastewater/Sewer Fund – 07/01/22 – 07/31/22
- Bank Balances of the Town bank accounts – 07/01/22 – 07/31/22

Motion to approve the Treasurer's Report for July 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) The Planning & Zoning Commission to present their recommendation to the Town Council regarding the Hunter's Ridge Subdivision Concept review.

Motion to approve the recommendation of the Town of Penney Farms Planning & Zoning Commission (P&Z) to move forward with the Hunter's Ridge Subdivision re-plat, pending all of the conditions are met as discussed.

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

TOWN CLERK:

1. **Reminder – Truth in Millage (TRIM) Process has started July 1, 2022; Keeping the same millage rate**
2. **Budget Hearing Dates: 1st- Wednesday, September 7, 2022 @ 6:30pm; 2nd & Final Budget Hearing, Tuesday, September 20, 2022 @6:30pm, followed by the Regular Town Council Meeting.**
3. **National Primary Election – Tuesday, August 23, 2022**
4. **2022 TOPF Election Itinerary**

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CORRESPONDENCE: (Location of items – Listed)

July 2022:

1. Copy of 2022 Estimated Taxable Value from the Clay County Appraiser's Office (CCPAO) – Correspondence Section
2. Copy of Certification of Taxable Value Certification deadline from the CCPAO – Correspondence Section
3. Copy of Notice, Agenda, Staff report and meeting minutes for the (P&Z) meeting held on July 20, 2022 – P&Z Section
4. Copy of letter from the State of Florida Division of Emergency Management dated July 7, 2022 – Correspondence Section
5. Copy of letter from the Florida Department of Health in Clay County dated July 21, 2022 – Correspondence Section
6. Copy of Finance Committee Meeting minutes dated July 18, 2022 – Finance Section
7. Copy of Community, Development & Recreation (CDR) Meeting minutes dated July 12, 2022 – CDR Section
8. Copy of Boil Water Notice dated July 20, 2022 – Utilities Section
9. Copy of Notice the Office was closed to Celebrate the 4th of July – Miscellaneous Section
10. Copy of the Town of Penney Farms 2022 Election Itinerary – Correspondence Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, September 20, 2022