

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, December 15, 2020
Town Council Meeting
HYBRID 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 PUBLIC HEARING: 6:45PM

A PUBLIC HEARING FOR THE SECOND AND FINAL READING OF PROPOSED ORDINANCE 2020-03; (READ BY TITLE ONLY)

AN ORDINANCE OF THE TOWN OF PENNEY FARMS, FLORIDA, RE-OPENING AND REDEDICATING PURSUANT TO SECTION 95.361, FLORIDA STATUTES, CERTAIN PORTIONS OF CAROLINE BLVD, POLING BLVD, MORTON STREET, HOFFMAN STREET AND WILBANK AVENUE; AND SETTING AN EFFECTIVE DATE.

OPEN PUBLIC DISCUSSION

(DISCUSSION OR COMMENTS BY THOSE ATTENDING IN PERSON AND/OR VIRTUALLY)

CLOSE PUBLIC HEARING:

OPEN REGULAR COUNCIL MEETING: 7:00PM

FLAG SALUTE: MAYOR SABIN

MOMENT OF SILENCE: MAYOR SABIN

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):

Crawford, Murphy, & Tilly (CMT) Engineering Services

- **The engineering firm will be submitting their recommendation for the contractor for the storm water project, subject to State approval.**
- *Discussion and questions*
- *Motion to approve the recommendation by the engineering firm*

APPROVAL OF MINUTES:

- **4th Quarter Town Council Workshop Meeting Minutes dated November 13, 2020**
Motion to approve the 4th Quarter Town Council Workshop Meeting Minutes dated November 13, 2020
- **Regular Town Council Meeting minutes dated November, 17, 2020**
Motion to approve the regular Town Council Meeting Minutes dated November 17, 2020

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, December 15, 2020
Town Council Meeting
HYBRID MEETING

ORDINANCE(S): THE SECOND AND FINAL READING OF PROPOSED ORDINANCE 2020-03; (READ BY TITLE ONLY)

AN ORDINANCE OF THE TOWN OF PENNEY FARMS, FLORIDA, RE-OPENING AND REDEDICATING PURSUANT TO SECTION 95.361, FLORIDA STATUTES, CERTAIN PORTIONS OF CAROLINE BLVD, POLING BLVD, MORTON STREET, HOFFMAN STREET AND WILBANK AVENUE; AND SETTING AN EFFECTIVE DATE.

Motion to accept the SECOND AND FINAL READING of proposed Ordinance 2020-03

Roll Call Vote: Mayor Sabin _____; VM Ryder _____; CM DeVille _____; CM Andrews _____; and CM Taylor _____

RESOLUTION(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the November 2020 Town Manager Report

Motion to approve the Town Manager Report for November 2020

TREASURERS REPORT: Town Manager

Review the **November** Treasurer's Report:

- General Fund – 11/01/20 – 11/30/20
- Utility Enterprises Fund – 11/01/20 – 11/30/20
- Wastewater/Sewer Fund – 11/01/20 – 11/30/20
- Bank Balances of the Town bank accounts – 11/01/20 – 11/30/20

Motion to approve the Treasurer's Report for November 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:

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, December 15, 2020
Town Council Meeting
HYBRID MEETING

TOWN CLERK:

1. TOPF Election Results

CORRESPONDENCE: (Location of items – Listed)

November 2020:

1. Copy of Finance Committee Meeting Minutes dated October 19, 2020 – Finance Section
2. Copy of Finance Committee Meeting Minutes dated November 16, 2020 – Finance Section
3. Copy of Safer Events email from Clay County Tourism – Correspondence Section
4. Copy of letter from Florida Department of Revenue regarding TRIM Compliance – Correspondence Section
5. Copy of #1 Situation Report from Clay County Emergency Operations Center (CCEOC) regarding tropical Storm dated November 11, 2020 – Correspondence Section
6. Copy of #2 Situation Report from CCEOC for tropical storm dated November 12, 2020 – Correspondence Section
7. Copy of Notice Town Hall Closed November 11, in observance of Veteran's Day – Miscellaneous Section
8. Copy of Notice Town Hall Closed November 26th & 27th for the Thanksgiving Holiday – Miscellaneous Section
9. Copy of Payment and receipt for Town's State revolving loan payment dated 11/20/2020 – Finance Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, January 19, 2021