

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, February 21, 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):

****Clay County Representative - Approval of the New Inter-local Agreement with Clay County****

Motion to approve the Clay County Inter-local Agreement/Contract No. 2022/2023- _____ between Clay County and the Town of Penney Farms for the collection of Comprehensive Impact Fees.

APPROVAL OF MINUTES:

- Town Council Meeting Minutes dated January 17, 2023
- Motion to approve the Town Council Meeting Minutes for January 17, 2023*

ORDINANCE(S): NONE

RESOLUTION(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the January 2023 Town Manager Report
- Motion to approve the Town Manager Report for January 2023*

TREASURERS REPORT: Town Manager

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

- General Fund – 01/01/23 – 01/31/23
 - Utility Enterprises Fund – 01/01/23 – 01/31/23
 - Wastewater/Sewer Fund – 01/01/23 – 01/31/23
 - Bank Balances of the Town bank accounts – 01/01/23 – 01/31/23
- Motion to approve the Treasurer's Report for January 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:

Swearing in of Planning & Zoning Commission Member - Stephen Bradfield (Seat #2)

CORRESPONDENCE: (Location of items – Listed)

January 2023:

1. Copy of notes from the Planning & Zoning Commission (P&Z) Workshop Agenda, Outline and Notes from meeting dated January 25, 2023 - P&Z Section
2. Copy of Finance Agenda/Meeting Minutes dates January 17, 2023 – Finance Section
3. Copy of Notice that Town Hall will be closed to observe Martin Luther King Day dated January 16, 2023 – Miscellaneous Section
4. Copy of picture of Council Member Annette Brooks family after her being sworn in for Council Seat # 2 on January 17, 2023 – Miscellaneous Section
5. Copy of the State of the County Agenda dated January 18, 2023 – Correspondence Section
6. Copy of the Florida League of Cities (FLC) Legislative Updates, FLC University Offerings & More dated January 24, 2023 – Correspondence Section
7. Copy of Memorandum from the Clay County Board of Commissioners regarding the 2022 North Florida Transportation Planning Organization (TPO) Project Priority List dated January 25, 2023 – Correspondence Section
8. Copy of the two year lease agreement with the Clay County Supervisor of Elections Office dated January 24, 2023 – Correspondence Section
9. Copy of the Federal Exemption Certificate on Diesel, Kerosene, and/or gasoline with Gate Fuel Service, Inc. dated January 24, 2023 – Correspondence Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, March 21, 2023