

**PROPOSED AGENDA**  
**Town of Penney Farms, Florida**  
**Tuesday, January 18, 2022**  
**Town Council Meeting**

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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**

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**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; Town Manager Cooper

**RECOGNITION(S):** NONE

**APPOINTMENT OF MAYOR FOR CALENDAR YEAR 2022**

The Town Clerk will read from the Town Charter, Article 2, Section 2; "*The Town Council shall elect from among its members a Mayor who shall serve as the ceremonial head of the Town of the Penney Farms, preside over the meetings of the Town Council, and perform such duties consistent with his/her office as may be imposed by the Town Council*". The Town Clerk will request nominations for Mayor for the calendar year 2022. (If more than one name is submitted, a written ballot will be necessary) The newly appointed Mayor will begin their duties at the close of this meeting.

**APPOINTMENT OF VICE-MAYOR FOR CALENDAR YEAR 2022**

The Town Clerk will request nominations for Vice-Mayor for the calendar year of 2022. (If more than one name is submitted, a written ballot will be necessary) The newly appointed Vice-Mayor will begin their duties at the close of this meeting.

- The Town Clerk will request that the newly appointed Mayor will confirm the chairpersons for the Town's Committees.
- The Town Clerk will request the Committee Chairpersons to now report changes their participating committee member lists and have new selections and/or deletions updated and reported to her by Friday, February 11, 2022.

**APPROVAL OF MINUTES:** NONE

**ORDINANCE(S):** NONE

**RESOLUTION(S):** NONE

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**TOWN MANAGER REPORT: Town Manager**

- A Review of the December 2021 Town Manager Report
- 2021 Year in Review

*Motion to approve the Town Manager Report for December 2021*

**TREASURERS REPORT: Town Manager**

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

- General Fund – 12/01/21 – 12/31/21
- Utility Enterprises Fund – 12/01/21 – 12/31/21
- Wastewater/Sewer Fund – 12/01/21 – 12/31/21
- Bank Balances of the Town bank accounts – 12/01/21 – 12/31/21

*Motion to approve the Treasurer's Report for December 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: NONE**

**NEW BUSINESS:**

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

**TOWN CLERK:**

1. Museum Grand Opening

**CORRESPONDENCE: (Location of items – Listed)**

**December 2021:**

1. Copy of Planning & Zoning Commission Workshop Agenda, Outline and Notes from meeting date December 15, 2021 – P&Z Section
2. Copy of Notice Town Hall closed on December 24<sup>th</sup> and 25<sup>th</sup> to observe the Christmas Holiday – Miscellaneous Section

*Motion to adjourn meeting*

**Next Council Meeting, Tuesday, February 15, 2022**