

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, July 21, 2020
Town Council Meeting – Virtual 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 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):

****Richard Powel w/ Powell & Jones, CPA**
To Present the September 30, 2019 Audit**

PROCLAMATION(S): NONE

APPROVAL OF MINUTES:

- Regular Town Council Meeting Minutes – May 19, 2020
Motion to approve the regular Town Council Meeting Minutes dated May 19, 2020
- Regular Town Council Meeting Minutes – June 16, 2020
Motion to approve the regular Town Council Meeting Minutes dated June 16, 2020

ORDINANCE(S): NONE

RESOLUTION(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the June 2020 Town Manager Report
Motion to approve the Town Manager Report for June 2020

TREASURERS REPORT: Town Manager

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

- General Fund – 06/01/20 – 06/30/20
 - Utility Enterprises Fund – 06/01/20 – 06/30/20
 - Wastewater/Sewer Fund – 06/01/20 – 06/30/20
 - Bank Balances of the Town bank accounts 06/01/20 – 06/30/20
- Motion to approve the Treasurer's Report for June 2020*

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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. 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:

TOWN CLERK:

1. New Town Website
2. Town Council Budget Workshop Reminder – Friday 7/31/20 @ 9:00am – *Virtual Meeting*

CORRESPONDENCE: (Location of items – Listed)

June 2020:

1. Copy of Finance Committee meeting minutes dated 06/15/20 – Finance Section
2. Copy of all documentation regarding the COVID-19 from the Clay County Emergency Operations Center for the month of June – 9 Items (All copies for June 2020 are located in the minutes book only)
3. Copy of the Annual Financial Report (Audit) FY Ending 9/30/19 – Finance Section
4. Copy of The Florida Department of Transportation (FDOT) State Highway Lighting Invoice dated June 2, 2020 – Correspondence Section
5. Copy of letter to Clay County Board of Commissioners (CCBOC) Director of Economic and Development Services dated June 3, 2020 – Correspondence Section
6. Copy of letter to Clay County Tourist Development/Administrative & Contractual Services dated June 5, 2020 – Correspondence Section
7. Copy of email to Town Attorney dated June 11, 2020 – Correspondence Section
8. Copy of Florida League of Cities (FLC) Ethics Training Education dated June 18, 2020 – Correspondence Section
9. Copy of the Florida Rural Water Association (FRWA) 2020 Annual Drinking Water and Wastewater Awards Nomination dated June 18, 2020 – Correspondence Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, August 18, 2020