

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, July 20, 2021
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 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; TM Cooper; Town Attorney Quinonez;

RECOGNITION(S):
➤ **Acknowledge any Clay County Sheriff Representative(s) present**

PROCLAMATION: NONE

APPROVAL OF MINUTES: (NONE) * No minutes are available to approve at this meeting *

- Regular Town Council Meeting minutes dated April 20, 2021, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated April 20, 2021
- Town Council Workshop Meeting Minutes dated May 14, 2021 *(If available)*
Motion to approve the Town Council Workshop Meeting Minutes dated May 14, 2021
- Regular Town Council Meeting Minutes dated May 18, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated May 18, 2021
- Regular Town Council Meeting Minutes dated June 15, 2021 *(If available)*
Motion to approve the regular Town Council Meeting Minutes dated June 15, 2021

ORDINANCE(S): NONE

RESOLUTION(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the June 2021 Town Manager Report
Motion to approve the Town Manager Report for June 2021

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TREASURERS REPORT: Town Manager

Review the **June 2021** Treasurer's Report:

- General Fund – 06/01/21 – 06/30/21
- Utility Enterprises Fund – 06/01/21 – 06/30/21
- Wastewater/Sewer Fund – 06/01/21 – 06/30/21
- Bank Balances of the Town bank accounts – 06/01/21 – 06/30/21

Motion to approve the Treasurer's Report for June 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:

1. General Statement for Town Website – For the "Our Town" Section

This item to be discussed further at the next Town Council Workshop scheduled for August 13, 2021

NEW BUSINESS:

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

TOWN CLERK:

1. TRIM Process
2. Reminder: Town Council Budget Workshop
3. Audit Results

CORRESPONDENCE: (Location of items – Listed)

June 2020:

1. Copy of Finance Committee Meeting Minutes dated May 17, 2021 – Finance Section *(If available)*
2. Copy of Finance Committee Meeting Minutes dated June 14, 2021 – Finance Section *(If available)*
3. Copy of Water Utility Meeting Minutes dated April 15, 2021 – Utilities Section *(If available)*
4. Copy of Clay County Property Appraisers letter of the 2021 Estimated Taxable Value dated June 1, 2021 – Correspondence Section
5. Copy of thank you letter to resident Pat Gurley dated June 1, 2021 – Correspondence Section
6. Copy of VIPS Enrollment announcement in Eblurbs on June 8, 2021 – Miscellaneous Section
7. Copy of the 1st Coast Expressway Summit Power point held on June 8, 2021 – Correspondence Section

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8. Copy of Congresswoman Kat Cammack's Newsletter dated June 11, 2021 – Correspondence Section
9. Copy of Notice of the Northeast Florida League of Cities (NEFLC) Dinner Meeting dated June 17, 2021 – Correspondence Section
10. Copy of Congresswoman Kat Cammack's Newsletter dated June 25, 2021– Correspondence Section
11. Copy of the Florida League of Cities 2021 Legislative Session – Final Report dated June 2021 – Correspondence Section
12. Copy of Notice to all Town residents to receive COVID-19 Vaccines at Town Hall on June 16, 2021 – Miscellaneous Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, August 17, 2021