

**PROPOSED AGENDA**  
**Town of Penney Farms, Florida**  
**Tuesday, March 15, 2022**  
**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**

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**OPEN REGULAR COUNCIL MEETING: 7:00PM**

**FLAG SALUTE: MAYOR RYDER**

**MOMENT OF SILENCE: MAYOR RYDER**

**APPROVE THE AGENDA:**  
*Motion to accept the Agenda.*

**ROLL CALL:** Mayor Ryder; VM DeVille; CM Sabin; CM Andrews; CM Taylor; Town Manager Cooper

**RECOGNITION(S): NONE**

**PROCLAMATION:** Arbor Day – \* Proclamation read in its entirety \*

**APPROVAL OF MINUTES: NONE**

**ORDINANCE(S): NONE**

**RESOLUTION(S): NONE**

**TOWN MANAGER REPORT: Town Manager**

- A Review of the February 2022 Town Manager Report  
*Motion to approve the Town Manager Report for February 2022*

**TREASURERS REPORT: Town Manager**

Review the **February 2022** Treasurer's Report:

- General Fund – 02/01/22 – 02/28/22
- Utility Enterprises Fund – 02/01/22 – 02/28/22
- Wastewater/Sewer Fund – 02/01/22 – 02/28/22
- Bank Balances of the Town bank accounts – 02/01/22 – 02/28/22

*Motion to approve the Treasurer's Report for February 2022*

**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".

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**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. **Discount Clay County Fair Tickets – Town Hall**
2. **Old Fashioned Farm Festival – March 19, 2022**

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

**February 2022:**

1. Copy of Planning & Zoning Commission Workshop Agenda, Outline and Notes from meeting date February 23, 2022 – P&Z Section
2. Copy of Notice Town Hall closed on February 21, 2022, to observe President's Day Holiday – Miscellaneous Section
3. Copy of Community Development & Recreation Committee minutes dated February 1st & 15th, 2022 - CDR Section
4. Copy of Florida League of Cities On Tap at the Cap dated February 25, 2022 – Correspondence Section
5. Copy of Northeast Florida League of Cities Dinner Meeting Notice – February 17, 2022 – Correspondence Section
6. Copy of Notice the 1<sup>st</sup> Quarter Town Council Workshop (Cancelled) February 11, 2022 – Miscellaneous Section

*Motion to adjourn meeting*

**Next Council Meeting, Tuesday, April 19, 2022**