

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday, May 16, 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): NONE

APPROVAL OF MINUTES:

- **Town Council Meeting Minutes dated April 18, 2023**

Motion to approve the Town Council Meeting Minutes for April 18, 2023

PROCLAMATION: NONE

ORDINANCE(S): NONE

RESOLUTION(S): 2023-02; AND 2023-03

RESOLUTION 2023-02

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, AUTHORIZING THE TOWN MANAGER TO EXECUTE AND DELIVER TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) THE STATE HIGHWAY SYSTEM LIGHTING, MAINTENANCE, AND COMPENSATION AGREEMENT FOR FISCAL YEAR, JULY 1, 2023 THROUGH JUNE 30, 2024.

Motion to approve RESOLUTION 2023-02

RESOLUTION 2023-03

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, PROVIDING FOR THE RENEWAL OF AN AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE MAINTENANCE AND OPERATION OF THE TRAFFIC SIGNAL LOCATED AT THE INTERSECTION OF STATE ROAD 16 AND COUNTY ROAD 218 IN PENNEY FARMS, FLORIDA; PROVIDING FOR COMPENSATION AND AN EFFECTIVE DATE.

Motion to approve RESOLUTION 2023-03

TOWN MANAGER REPORT: Town Manager

- **A Review of the April 2023 Town Manager Report**

Motion to approve the Town Manager Report for April 2023

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TREASURERS REPORT: Town Manager

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

- General Fund – 04/01/23 – 04/30/23
- Utility Enterprises Fund – 04/01/23 – 04/30/23
- Wastewater/Sewer Fund – 04/01/23 – 04/30/23
- Bank Balances of the Town bank accounts – 04/01/23 – 04/30/23

Motion to approve the Treasurer's Report for April 2023

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: NONE

CORRESPONDENCE: (Location of items – Listed)

April 2023:

1. Copy of Finance Agenda/Meeting Minutes dates April 17, 2023 – Finance Section
2. Copy of the Northeast Florida League of Cities (NEFLC) Dinner Meeting Notice for April 20, 2023 – Correspondence Section
3. Copy of Notice, Agenda, and Cancellation for Water Utility Meeting dated April 13, 2023 – Utilities Section
4. Copy of the Notice of CPI Increase given to all water utility customers dated April 19, 2023 – Utilities Section
5. Copy of the Florida Rural Water Association (FRWA) Rate Review dated March 30, 2023 – Utilities Section
6. Copy of Planning & Zoning Commission (P&Z) Workshop Agenda and cancellation dated April 19, 2023 – P&Z Section
7. Copy of P&Z minutes dated March 15, 2023 – P&Z Section
8. Copy of Florida Police Chiefs Association letter dated March 6, 2023; Coalition Against Big Trucks (CABT) flyers – Correspondence Section
9. Copy of FDOT Invoice for Quarterly mowing dated April 4, 2023 – Correspondence Section
10. Copy of Congressman Aaron Bean flyer dated April 3, 2023 – Correspondence Section
11. Copy of Notice the Town Hall was closed to observe Easter – Miscellaneous Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, June 20, 2023