

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday – October 15, 2019

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:

MOMENT OF SILENCE:

APPROVE THE AGENDA:

Motion to accept the Agenda.

ROLL CALL: Mayor DeVillie; Vice-Mayor Sabin; Council Member Andrews; Council Member Taylor; Council Member Ryder; Town Manager Cooper; Town Attorney Quinonez;

RECOGNITION(S): NONE

PROCLAMATION(S): NONE

APPROVAL OF MINUTES:

- **1st Budget Hearing Minutes – September 17, 2019**

Motion to approve the 1st Budget Hearing minutes dated September 17, 2019

- **Regular Town Council Meeting Minutes – September 17, 2019**

Motion to approve the regular Town Council Meeting Minutes dated September 17, 2019

- **2nd & Final Budget Hearing Minutes – September 30, 2019**

Motion to approve the 2nd & Final Budget Hearing Minutes dated September 30, 2019

RESOLUTION(S): 2019-10;

- **RESOLUTION 2019 – 10 (READ BY TITLE ONLY);**

A RESOLUTION OF THE TOWN COUNCIL OF PENNEY FARMS, FLORIDA AUTHORIZING THE RATE INCREASE FOR TREATING THE TOWN OF PENNEY FARMS' WASTEWATER. DUE TO THE INCREASE FROM THE CLAY COUNTY UTILITY AUTHORITY (CCUA) THAT WAS PASSED EARLIER THIS MONTH.

Motion to accept proposed RESOLUTION 2019-10

ORDINANCE(S): NONE

TOWN MANAGER REPORT: Town Manager

- **A Review of the September 2019 Town Manager Report**

Motion to approve the Town Manager Report for September 2019

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TREASURERS REPORT: Town Manager

Review the September 2019 Treasurer's Report:

- General Fund – 09/01/19 – 09/30/19
- Utility Enterprises Fund – 09/01/19 – 09/30/19
- Wastewater/Sewer Fund – 09/01/19 – 09/30/19
- Balances of other accounts reviewed – 09/01/19 – 09/30/19

Motion to approve the Treasurer's Report for September 2019

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. Ethics Training – Reminder
2. Email List – Sign-In Sheet Reminder
3. 4th Quarter TC Workshop Reminder
4. Hurricane Relief Fundraiser

CORRESPONDENCE: (Location of items – Listed)

SEPTEMBER 2019:

1. Copy of 1st FY 2019/2020 Budget Hearing Minutes dated September 17, 2019– Minutes Section
2. Copy of 2nd & Final FY 2019/2020 Budget Hearing Minutes dated September 30, 2019 – Minutes Section
3. Copy of Finance Committee meeting minutes dated September 16, 2019 – Finance Section
4. Copy of Community, Development & Recreation (CDR) Meeting Minutes dated September 13, 2019 – CDR Section
5. Copy of the Initial Unemployment Claim for T. Jones with response dated September 3, 2019 – Human Resource Section

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6. Copy of the Notice for Unemployment Hearing for T. Jones dated September 27, 2019 – Human Resource Section
7. Copy of Past Due Water Utility Accounts for September 2019 – Utilities Section
8. Copy of the Boil Water Notice dated September 24, 2019 – Utilities Section
9. Copies of Clay County Emergency Management Situation Reports #7 - #13 regarding Hurricane Dorian – Correspondence Section
10. Copy of the Penney Retirement Community (PRC) Hurricane Relief Fundraiser – Correspondence Section
11. Copy of the Florida Department of Transportation (FDOT) Production Report for Clay County – September 2019 – Correspondence Section
12. Copy of the FDOT - 5 Year Transportation Plan (2020 – 2024) for Clay County – Correspondence Section
13. Copy of the Public Notice for the FY 2019/2020 Budget Hearings – Correspondence Section
14. Copy of the Northeast Florida League of Cities (NEFLC) Dinner Meeting Notice dated September 19, 2019 – Correspondence Section
15. Copy of The Florida League of Cities (FLC) passed Resolutions dated September 18, 2019 – Correspondence Section
16. Copy of the FLC News & Events for City Officials dated September 24, 2019 – Correspondence Section
17. Copy of the Notice of the Mobile Office hours for Senator Marco Rubio dated September 26, 2019 – Correspondence Section
18. Copy of 5 pictures of this evenings Mayor’s Assistant, Lauren Brooks and other kids – Miscellaneous Section

Motion to adjourn meeting

Next regular Town Council Meeting will be held on November 19, 2019 at 7:00pm.