

**PROPOSED AGENDA**  
**Town of Penney Farms, Florida**  
**Tuesday, August 15, 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**

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**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):** **Powell & Jones, CPA**

**\*\*To present the Annual Audit FY 2021/2022\*\***

**APPROVAL OF MINUTES:**

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

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

**PROCLAMATION: NONE**

**ORDINANCE(S): NONE**

**RESOLUTION(S): RESOLUTION 2023-06 (Read by title Only)**

**A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE USDA (UNITED STATES DEPARTMENT OF AGRICULTURE), COMMUNITY FACILITIES GRANT TO PURCHASE ONE WORK VEHICLE FOR FISCAL YEAR 2023-2024.**

*A motion to approve RESOLUTION 2023-06*

**TOWN MANAGER REPORT: Town Manager**

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

*Motion to approve the Town Manager Report for July 2023*

**TREASURERS REPORT: Town Manager**

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

- General Fund – 07/01/23 – 07/31/23
- Utility Enterprises Fund – 07/01/23 – 07/31/23
- Wastewater/Sewer Fund – 07/01/23 – 07/31/23
- Bank Balances of the Town bank accounts – 07/01/23 – 07/31/23

*Motion to approve the Treasurer's Report for July 2023*

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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. 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:**

- **New signs for the Neighborhood Engagement Team (NET) Zone 5**
- **Hunter's Ridge Estates Subdivision – Project Extension #2 - Update**
  - ❖ Developer, Colin Groff needed another six month extension. This developer has decided to do the infrastructure work for the utilities for this project, instead of providing a bond.
  - ❖ The Town Council approved the extension, but it was contingent on having all open and outstanding invoices paid in full by July 31, 2023.

**IMPORTANT DATES:**

- \*\*1st Budget Hearing for Fiscal Year 2023/2024(Followed by the Regular Town Council Meeting) – Tuesday, September 19, 2023 at 7:00pm
- \*\*2nd and Final Budget Hearing for Fiscal Year 2023/2024 – Monday, September 25, 2023 at 7:00pm

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

**July 2023:**

1. Copy of Finance Agenda/Meeting Minutes dated July 17, 2023 – Finance Section
2. Copy of Notice the Town Hall was closed on July 4, 2023 in Observance of the 4<sup>th</sup> of July – Miscellaneous Section
3. Copy of P&Z Commission Agenda and Notes dated July 26, 2023 – P&Z Section
4. Copy of Notice of the Playground Park Gran Re-Opening dated July 1, 2023 – Miscellaneous Section
5. Copy of the Notice of Meeting for the Neighborhood Engagement Team (NET) Zone 5 meeting dated June 27, 2023 – Miscellaneous Section.

*Motion to adjourn meeting*

**Next Council Meeting, Tuesday, September 19, 2023**