

PROPOSED AGENDA
Town of Penney Farms, Florida
Tuesday – December 21, 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:

MOMENT OF SILENCE:

APPROVE THE AGENDA:

Motion to accept the Agenda with addition.

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

RECOGNITION(S): NONE

PROCLAMATION(S): NONE

APPROVAL OF MINUTES: NONE

RESOLUTION(S): NONE

ORDINANCE(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the November 2021 Town Manager Report
-

Motion to approve the Town Manager Report for November 2021

TREASURERS REPORT: Town Manager

Review the November 2021 Treasurer's Report:

- General Fund – 11/01/21 – 11/30/21
- Utility Enterprises Fund – 11/01/21 – 11/30/21
- Wastewater/Sewer Fund – 11/01/21 – 11/30/21
- Bank Balances of the Town bank accounts – 11/01/21 – 11/30/21

Motion to approve the Treasurer's Report for November 2021

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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. 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: NONE

CORRESPONDENCE: (Location of items – Listed)

November 2021:

1. Copy of Congresswoman Kat Cammack's Newsletter dated November 19, 2021 – Correspondence Section
2. Copy of the Planning & Zoning Commission Workshop Outline & Notes dated November 17, 2021 – P&Z Section
3. Copy of letter from the Florida Department of Revenue dated November 16, 2021 – Correspondence Section
4. Copy of Notice Town Hall closed for Veteran's Day on November 11, 2021 – Miscellaneous Section
5. Copy of Notice Town Hall closed for Thanksgiving on November 25, 2021 – Miscellaneous Section

Motion to adjourn meeting

CLOSED TOWN COUNCIL MEETING:

NEXT TOWN COUNCIL MEETING IS SCHEDULED FOR JANUARY 18, 2022