

PROPOSED TOWN COUNCIL AGENDA
Town of Penney Farms, Florida
Tuesday, July 21, 2026
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 BROOKS*

MOMENT OF SILENCE: *MAYOR BROOKS*

ROLL CALL: Mayor Brooks, VM DeVille; CM Andrews; CM Nix; CM Hollowell and Town Manager Cooper

APPROVE THE AGENDA:

Motion to accept the Agenda.

PROCLAMATION: NONE

APPROVAL OF MINUTES:

- Town Council Meeting Minutes dated June 16, 2026

Motion to approve the Town Council Meeting Minutes for June 16, 2026

RESOLUTION(S): NONE

ORDINANCE(S): NONE

TOWN MANAGER REPORT: Town Manager

- A Review of the June 2026 Town Manager Report

Motion to approve the Town Manager Report for June 2026

TREASURERS REPORT: Town Manager

Review the June 2026 Treasurer's Report:

- Bank Balances of the Town bank accounts –06/01/26 - 06/30/26
- General Fund – 06/01/26 - 06/30/26
- Utility Enterprises Fund – 06/01/26 - 06/30/26
- Wastewater/Sewer Fund – 06/01/26 - 06/30/26

Motion to approve the Treasurer's Report for June 2026

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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:

1. Reminder: Next Community Event (Fun at the Playground) – Saturday, August 8, 2026 11:00am – 1:00pm
2. Reminder: FY 2026/2027 Budget Workshop - Friday, August 14, 2026 at 9:00am
(Finance Committee Members & Town Council Members)
3. FY 2026/2027 Budget Hearing(s) and Meeting Dates: **IMPORTANT AND CANNOT BE CHANGED!**
(1st Hearing – Thursday, September 3, 2026 at 6:00pm; 2nd Hearing – Tuesday, September 15, 2026 at 6:30pm. Prior to the Regular Town Council Meeting)

CORRESPONDENCE: (Location of items – Listed)

June 2026:

1. Copy of Finance Agenda/Meeting Minutes date June 5, 2026 – Finance Section
2. Copy of the Water Utility Report for June 2026 – Utility Section
3. Copy of Quarterly Building Permit Report – Building Permit Section
4. Copy of Notice the Town Hall was closed for Juneteenth, June 19, 2026– Miscellaneous Section
5. Copy of the Clay County Notice the Burn Ban has been lifted with minor restrictions dated June 1, 2026 – Correspondence Section
6. Copy of the Clay County Notice on the Proposed Property Tax Changes and its impacts for Clay County Services dated June 1, 2026 – Correspondence Section
7. Copy of Flyer for the Community Engagement Event held on June 27, 2026 in Kohler Park – Miscellaneous Section

Motion to adjourn meeting

Next Council Meeting, Tuesday, August 18, 2026