

**Meeting Minutes**  
**Town of Penney Farms, Florida**  
**Tuesday, October 18, 2022**  
**Town Council Meeting**

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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.  
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**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 RYDER**

**MOMENT OF SILENCE: MAYOR RYDER**

**APPROVE THE AGENDA:**

***Motion to accept the Agenda as presented by CM Sabin; second by CM Andrews. Motion approved without dissent.***

**ROLL CALL: Mayor Ryder; VM DeVille; CM Sabin; CM Andrews; CM Taylor; Town Manager Cooper  
*All present for the record.***

**RECOGNITION(S):      **\*\*John Ward, Director of the Clay County Emergency Operations Center\*\*****

*-Mr. Ward thanked the Town Council for their time. He stated he asks that the 2022 Clay County Emergency Management Plan be adopted by Resolution for the Town, as a formality. He stated this plan gets updated every four (4) years. He further complimented the Town staff who are always engaged and are a great partner for Clay County.*

*-At this time, Mayor Ryder thanked Mr. Ward for coming and asked for the Resolution to be approved.*

**RESOLUTION(S): RESOLUTION 2022-12**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PENNEY FARMS, FLORIDA ACCEPTING THE 2022 CLAY COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN.**

***Motion to approve RESOLUTION 2022-12 by VM DeVille; second by CM Andrews. Motion approved without dissent.***

**PROCLAMATION: NONE**

**APPROVAL OF MINUTES:**

- **1<sup>st</sup> Budget Hearing Meeting minutes for Fiscal Year 2022/2023 dated September 7, 2022**  
***Motion to approve the 1<sup>st</sup> Budget Hearing Meeting minutes for Fiscal Year 2022/2023 dated September 7, 2022 by CM Andrews; second by CM Sabin. Motion approved without dissent.***
  
- **2<sup>nd</sup> and Final Budget Hearing minutes for Fiscal Year 2022/2023 dated September 20, 2022**  
***Motion to approve the 2<sup>nd</sup> and Final Budget Hearing minutes for Fiscal Year 2022/2023 dated September 20, 2022 by VM DeVille; second by CM Taylor. Motion approved without dissent.***
  
- **Regular Town Council Meeting minutes dated September 20, 2022**  
***Motion to approve the regular Town Council Meeting Minutes dated September 20, 2022 by CM Taylor; second by VM DeVille. Motion approved without dissent.***

**ORDINANCE(S): NONE**

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**TOWN MANAGER REPORT: Town Manager**

- A Review of the September 2022 Town Manager Report

*September proved to be a very busy month for the entire Town staff.*

*The Town office staff is now preparing all files and reporting for the new fiscal year.*

*The Playground Park upgrade is underway and the entire pavilion has been rescreened and the new playground equipment has been ordered. Cameras have been installed as a deterrent to vandalism and misuse of the park.*

*The public works department repaired a water line leak at Morton Street and Lewis Avenue.*

*There has been great communication with Blue Stream Fiber about the upcoming installation of cable and internet services for the Penney Retirement Community (PRC) campus area. All of the preliminary requirements for the Town have already been met.*

*The Town Hall back hallway renovation has begun. This area will hold the Town staffs office supplies and future scanner/printer for all of the Town maps and building permit plans.*

*There were several meetings held this month, which included the required two (2) public hearings regarding the new fiscal year budget and approving the millage rate, for the upcoming year.*

*The last week of the month was spent preparing for the arrival of Hurricane Ian in our area. The entire Town staff was on call and thankfully the Town of Penney Farms was spared any real damage. Our prayers went to Southwest Florida, which has suffered unimaginable losses, due to Hurricane Ian.*

*I have attended all of the scheduled and required town meetings for the month*

***Motion to approve the Town Manager Report for September 2022 by CM Taylor; second by CM Sabin. Motion approved without dissent.***

**TREASURERS REPORT: Town Manager**

Review the **September 2022** Treasurer's Report:

- General Fund – 09/01/22 – 09/30/22
- Utility Enterprises Fund – 09/01/22 – 09/30/22
- Wastewater/Sewer Fund – 09/01/22 – 09/30/22
- Bank Balances of the Town bank accounts – 09/01/22 – 09/30/22

***Motion to approve the Treasurer's Report for September 2022 by VM DeVille; second by CM Sabin. Motion approved without dissent.***

**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".

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**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 by CM Andrews; second by VM DeVille. Motion approved without dissent.**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS: NONE**

1. Pulled Reports
2. Items not on the Agenda
3. Public Participation

1) Colin Groff –

*-Mr. Groff stated, "Thank you Mayor, You all received a letter from us, you've seen it and read it, but that is not what we are here to discuss. I'm here to just ask for the Council to make decision tonight, if possible. The final plat for the Hunter's Ridge Subdivision was submitted to the Town on August 30<sup>th</sup>, based on the August 16<sup>th</sup> approval of the Town Council. Based on your Section 12.03.03, the Town had fifteen (15) days to review the plat and either provide comments on this issue, other required revisions, or put it on the next Council Agenda, which would have been September 20<sup>th</sup>. We did not receive any comments, nor was it put on the September 20<sup>th</sup> agenda. We are now in October, today October 18<sup>th</sup>, which would have been the next agenda and it should have been placed on this agenda for review and approval. There is no reason not to do it, except delay the project. There were no comments received, so what we are requesting tonight is the Council to suspend your rules for placing things on the agenda, add this item to the agenda for a review, you can approve or deny it, that's your choice, for review and then consider the review and consider whether the plat is in compliance with plans approved August 16<sup>th</sup>, as of note, they are, they are the exact same thing. The plan did not change since January of this year when it was submitted, the plans have not changed since January there have been no comments from staff about anything that is wrong with the plans, so there is really no reason not to approve it. Now, we understand this is unusual, staff is trying to hold this project up. We understand that this is an unusual request but we'd be willing and we understand the plat should be reviewed by a third party surveyor. It hasn't been done, I think it's underway, maybe, I don't know, but that's not a problem, it needs to be done, it's about an hour of work or maybe 30 minutes by a surveyor. The plat was prepared by a well-known surveyor in town who has done several plats in Clay County, he knows what he is doing. But, we would accept an approval tonight with a condition that we are making final changes to the plat wording, cuz that's the only thing the surveyors review is the wording on the plat and make sure its equal, we would change that for the final mylar we bought in. That's our request tonight. Thanks."*

*-Mayor Ryder thanked Mr. Groff for his request, but at this point, I don't think everything has been approved by the Town. She apologized that he thought the Town was holding him up, but stated "we are not," then referred to the Town Manager.*

*-Colin Groff stated, "I just want that on the record that you are not "there". That's all we are here for, to put it on the record.*

*-TM Cooper clarified the Town Council is not approving this request. He stated the Town Council did in a previous meeting approve the plans move forward with conditions. He stated we will have to see what still needs to be done.*

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2) Sheryl Hertzog-

*-Ms. Hertzog stated, "Yes, Sheryl Hertzog. Knowing that Colin's been working on this project, he started originally on November 21<sup>st</sup>, I'm just amazed at how long it has taken this committee to review, to approve documents, and I, you know have been watching this project very closely, because I am interested in purchasing a piece of that property. So, I have been seeing the emails back and forth, and the missing documents and this is missing and*

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*this is missing, but it's not missing, it's in there. I don't know if there is an interest of another party in this that is wanting to push the 64 houses in this, but you know, this is something that is really starting to look funky through this and I think this Council should be looking at the planning committee and the individuals that are holding up this process, cuz it is being held up, there's a lot of last minute, oh by the way we need, oh by the way, you know. Be clear, be very transparent with us, that's all we're asking is be transparent and give us what you need, so that we can get everything you need at one time and move forward. So if you can help oversee that, I think that's what we are looking for is somebody else to oversee this, because there is a lot of going on."*

*-Mayor Ryder thanked Ms. Hertzog. She then asked if the Town Manager if he would like to respond to her comments.  
-TM Cooper stated, "No".*

4. Other:

**TOWN CLERK:**

**1. Ethics Training – 10/19/22**

*-TC Cooper reminded the Town Council that there is an Ethics training class tomorrow and they should have received their emails. She stated there will be one more class before the end of the year in December.  
-TC Cooper announced the Penney Farms Historical Society will have a meeting this coming Thursday and our own Ms. Annette Brooks and Mrs. Barbara Andrews will speaking about growing up in New Hope. She invited everyone to attend the meeting.  
-TC Cooper reminded all in attendance there will be a General Election held on November 8, 2022 from 8am – 6pm. She reminded all this room is the voting precinct for all Penney Farms residents and encouraged them to come and vote.*

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*-VM DeVille asked the Town Clerk if there were any Town qualified candidates.  
-TC Cooper stated at this time, there are two.  
-Mayor Ryder asked when the last day to turn in qualified candidates.  
-TC Cooper stated November 11, 2022 by Noon.*

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

**September 2022:**

1. Copy of Agenda and meeting minutes for the (P&Z) meeting held on September 21, 2022 – P&Z Section
2. Copy of Finance Committee Meeting minutes dated September 19, 2022 – Finance Section
3. Copy of Boil Water Notice dated September 14, 2022 – Utilities Section

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*There being no further questions or concerns, a motion for the meeting to adjourn at 7:22pm by CM Sabin; second by VM DeVille. Motion approved without dissent.*



*Elizabeth G. Ryder*  
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Mayor, Elizabeth G. Ryder, Presiding

ATTEST:

*Anita E. Cooper*  
\_\_\_\_\_  
Anita E. Cooper, Town Clerk

ALL INDICATIONS OF ATTACHMENTS TO THE MINUTES ARE ON RECORD IN THE OFFICIAL MINUTES BOOK, OR ON FILE AT THE TOWN HALL. TOWN COUNCIL MEMBERS RECEIVED COPIES OF THE ATTACHMENTS PRIOR TO OR AT THE TIME OF THE TOWN COUNCIL MEETING. A RECORDING WAS MADE OF THESE PROCEEDINGS AND IS ON FILE AT THE TOWN HALL.

