



# Trustees Meeting Agenda

**Monday, August 2, 2021**  
**Regular Meeting**

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

1) **6:00 P.M. ZONING HEARING – ZON-21-04 EVANS FARM DEVELOPMENT CO., LLC.**

2) **6:00 P.M. ZONING HEARING – RCOD-21-02 ORANGE SUMMIT COMMUNITIES**

3) **Agenda Changes**

4) **Consent Agenda Approval**

a) Approving the Electronic Record of the proceeding from Regular Trustees Meeting held on July 19, 2021 and Special Trustee Meeting held on July 23, 2021

b) Approving Purchase Orders, Then and Now Purchase Orders, and Blanket Purchase Orders as Listed

<b>Vendor</b>	<b>Description</b>	<b>Account</b>	<b>Amount</b>
Blanket Certificate	Operating Supplies	Fire	\$15,000.00

c) (Approval of expenses, acceptance of reports, schedule meeting, meeting required by law, personnel actions)

5) **Development and Zoning Report**

a) Zoning Meetings Report

6) **Operations**

a) Retirement of Administrative Assistant

b) Administrative Position Description

c) Discussion and Possible Action Regarding Administrative Assistant to Director of Operations

d) Injury Time – Roads Employee

e) Requests for Engineering Assistance (REA)



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- f) Master Plan Update
- g) Opening of North Orange Park Community Room Rentals

## 7) Fire Report

- a) Accept Resignation of Firefighter
- b) Hiring of Full-Time Fire Inspector

## 8) Fiscal Officer Report

- a) Certificate of Resources
- b) BP Gas Card for Parks & Facilities Worker, Cody Jenkins
- c) Appropriation for Public Works Fund

## 9) Administrative Report

- a) Evans Farm JEDD Board Appointment
- b) Time Keeping Discussion

## 10) Old Business

## 11) New Business

## 12) Executive Session (If Needed)

## Adjourn

## Board of Trustees Meeting Calendar

**\*\*\*\*\*PLEASE NOTE: ALL MEETINGS ARE NOW AT 6:00 P.M.**

All meetings are subject to change.

August 16, 2021  
September 07, 2021  
September 20, 2021  
October 04, 2021  
October 18, 2021  
November 01, 2021  
November 15, 2021  
December 06, 2021  
December 20, 2021