

**MINUTES OF THE MARCH 1, 2016 REGULAR SESSION  
GREEN COVE SPRINGS CITY COUNCIL**

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**Call to Order**

The regular session of the Green Cove Springs City Council was called to order Tuesday, March 1, 2016, at 7:00 p.m. in the City Council Chambers, 321 Walnut Street, Green Cove Springs, Florida.

**Invocation and Pledge of Allegiance to the Flag**

The invocation was given by Council Member Timberlake followed by the Pledge of Allegiance to the Flag of the United States of America.

**Roll Call**

**COUNCIL MEMBERS PRESENT:**

C. Felecia Hampshire  
Roy M. Timberlake, Jr.  
Steven Kelley  
Pamela J. Lewis, Vice Mayor  
B. Van Royal, Mayor

**STAFF MEMBERS PRESENT:**

L. J. Arnold, III, City Attorney  
Julia W. Clevinger, City Clerk  
Janis Fleet, Development Services Director  
Marlena Guthrie, Finance Director  
Cynthia Hunter, Personnel Director  
Danielle J. Judd, City Manager  
Robert Musco, Chief of Police  
Mike Null, Asst. City Mgr. / Public Works  
Director / Interim Electric Utility Director

**Mayor to call on members of the audience wishing to address  
the Council on matters not on the Agenda.**

There were none.

**AWARDS AND RECOGNITION**

**Resolution No. R-05-2016 – 30<sup>th</sup> Annual Clay County Agricultural Fair**

A MOTION WAS MADE BY COUNCIL MEMBER HAMPSHIRE TO APPROVE RESOLUTION NO. R-05-2016. THE MOTION WAS SECONDED BY COUNCIL MEMBER TIMBERLAKE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR VAN ROYAL. NAYS – NONE.

Mayor Royal read Resolution No. R-05-2016 (see attachment marked Exhibit "A") recognizing the 30<sup>th</sup> Annual Clay County Agricultural Fair and presented it to Tasha Hyder, Fair Manager, who thanked the City Council for their support.

**Recognition – John Cioffi, Building Official**

Mayor Royal and the City Council recognized John Cioffi. Mr. Cioffi is the new Building Official.

## PUBLIC HEARINGS

1. **Second and Final Reading of Ordinance No. O-03-2016, an Ordinance amending City Code Article II, Electric Utility, Division 2., Service Applications and Contracts, Chapter 78, Utilities, creating Section 78-66 entitled "Utility Payment Extensions.**

Mr. Arnold read the title of Ordinance No. O-03-2016 (see attachment marked Exhibit "B") into the record as follows:

**AN ORDINANCE OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AMENDING CHAPTER 78 OF THE CITY CODE, ARTICLE II. ELECTRIC UTILITY, DIVISION 2. SERVICE APPLICATIONS AND CONTRACTS CREATING SECTION 78-66 ENTITLED "UTILITY PAYMENT EXTENSIONS;" PROVIDING FOR CODIFICATION, REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.**

Mr. Arnold advised the City Council of a last minute edit that had been brought to his attention. As a result, he would like to add the following language:

e. No pending City Code Enforcement proceedings or City Code Enforcement liens involving the subject property.

Mayor Royal opened the Public Hearing. There being no comments, the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE ORDINANCE NO. O-03-2016 AMENDING CITY CODE ARTICLE II, ELECTRIC UTILITY, DIVISION 2, SERVICE APPLICATIONS AND CONTRACTS, CHAPTER 78, UTILITIES, CREATING SECTION 78-66 ENTITLED "UTILITY PAYMENT EXTENSIONS" WITH THE PROPOSED ADDITIONAL LANGUAGE FOR SUBSECTION E. THE MOTION WAS SECONDED BY COUNCIL MEMBER HAMPSHIRE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

## CONSENT AGENDA

1. **City Council approval of the minutes of the Regular Sessions on January 26, February 2, and February 16, 2016.**
2. **City Council approval to declare items listed on Exhibit "A" (City Clerk) as surplus and to dispose of accordingly.**
3. **City Council approval of payment to Elite Construction of Ocala for emergency repairs at Chapman Substation in the amount of \$195,883.74.**
4. **City Council approval of the Final Floor Plan for the Library Building at the ASA&CC.**

Mayor Royal pulled Item No. 4 for discussion.

A MOTION WAS MADE BY COUNCIL MEMBER HAMPSHIRE TO APPROVE CONSENT AGENDA ITEMS 1 THROUGH 3 AS LISTED ABOVE. THE MOTION WAS SECONDED BY COUNCIL MEMBER TIMBERLAKE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

**Item No. 4** – Mayor Royal expressed his appreciation to City Staff and Bhide & Hall (architects) for the design of the floor plan and being able to accommodate all the requested items and rooms.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE CONSENT AGENDA ITEM 4 AS LISTED ABOVE. THE MOTION WAS SECONDED BY COUNCIL MEMBER HAMPSHIRE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

### COUNCIL BUSINESS

**1. Award of Bid No. 01-16-01, Historic Spring Park Pool Construction, to CORE Construction Company in the not to exceed amount of \$2,040,800. Judd / Null**

Discussion ensued with the City Council regarding award of Bid No. 01-16-01, Historic Spring Park Pool Construction, to CORE Construction Company in the not to exceed amount of \$2,040,800 as presented by Ms. Judd and Mr. Null. Additional points of discussion included:

- City Staff has met with CORE Construction to discuss costs savings through value engineering;
- Bridge Financing (30 years) in the approximate amount of \$570,000 would be needed at a project cost of \$2,200,000 which presumes \$700,000 in State funds, \$160,000 for site work performed by the City, and excludes the alternate for the Interactive Water Feature;
- The City's Fiscal Policy does not allow the City Council to bring Reserves any lower than \$400,000 on Surtax dollars;
- By allowing the City Staff to do site preparation work, it would reduce the Final Contract value by \$755,210 and allow the City to perform the work for approximately \$160,000;
- Proposed start of the project around April 1<sup>st</sup>; Large Capital Projects currently underway in the Public Works Department would be completed by the end of March leaving the Department's schedule clear for the next three (3) months; Steve Thomas, Field Supervisor, expressed his confidence that his Department and employees could handle the project;
- Interactive Water Feature was not included in the construction plans as presented; It was agreed that this Alternate Item was more important and twice as valuable as the Pergolas;
- An Ordinance is required when the City takes on any debt;
- The City Manager was still waiting on notice on whether or not the funding request of \$700,000 would be approved by the Governor;
- The City Manager advised of her confidence that there was a strong possibility of additional funding, at least another \$300,000, that could be obtained from the County;
- The City Manager clarified that this Capital Improvement Project would not preempt any other projects already in the General Government Budget; however, budget adjustments would be needed; and
- The final Project Cost would be \$2,389,800; the final cost to CORE Construction would be \$2,229,800 if the Interactive Water Feature is added.

Mayor Royal recognized the following for comments:

Jay Chung, CORE Construction, who expressed his appreciation to the City Council and City Staff for their cooperation during the discussions.

Bob Lewis, 203 North Street, Green Cove Springs, who expressed his opposition to the omission of the Interactive Water Feature and inquired about the dollars in the base bid as they related to the construction of the Interactive Water Feature. He believed this was an integral part of the pool area that would cater to smaller children who could not swim and felt it should be included.

Kelly Hartwig, 3545 Oglesbay Drive, Green Cove Springs, who advised that the Interactive Water Feature was much more involved than just a slab of concrete as noted by Mr. Lewis and the computers, conduits, lights, piping, etc. were already included in the construction.

Council Member Timberlake stated he would abstain from the vote due to a possible conflict as the company he is associated with had submitted bids to CORE on the project.

A MOTION WAS MADE BY VICE MAYOR LEWIS TO:

1. AWARD BID NO. 01-16-01, HISTORIC SPRING PARK POOL CONSTRUCTION, TO CORE CONSTRUCTION COMPANY IN THE NOT-TO-EXCEED AMOUNT OF \$2,229,800;
2. DIRECT ADMINISTRATION TO CONTINUE TO IDENTIFY VALUE ENGINEERING OPPORTUNITIES;
3. LOOK INTO FINANCING OPTIONS FOR PARTS OR ALL OF THE PROJECT;
4. REPORT BACK TO COUNCIL ON MARCH 22, 2016 WITH A FINAL CONTRACT AND FINAL CONTRACT VALUE READY FOR EXECUTION; AND
5. CONSIDER AN APPROPRIATION OF \$2,389,800 WHICH WILL REQUIRE A BUDGET AMENDMENT.

THE MOTION WAS SECONDED BY COUNCIL MEMBER HAMPSHIRE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE. ABSTAINED – ROY M. TIMBERLAKE, JR. (SEE ATTACHMENT MARKED EXHIBIT “C”).

**2. Update on Electric Utility Distribution Services and Operations Management. Judd**

Discussion ensued with the City Council regarding an update on the Electric Utility Distribution Services and Operations Management as presented by Ms. Judd. Additional points of discussion included:

- The City was currently working with only two (2) linemen positions;
- The position of Administrative Assistant would remain as a City employee; and
- The transition could start as early as April 4, 2016;

Dale Garlinghouse, 103 S. Magnolia Avenue, Green Cove Springs, who expressed his concerns regarding the sub-contracting or allowance of employees to be sent to outside agencies in the event of weather emergencies. It was noted by Ms. Judd that the City has Mutual Aid Agreements with other utilities in place for these types of events. The City's assets would remain in the City's possession. The City would be paying Hooper for two (2) crews working 40 hours per week. Mayor Royal recognized Gary Shortridge, Hooper Corporation, who explained it was possible but that the City should be leery of sending crews out due to possible liability concerns. Mr. Garlinghouse also made the suggestion that the City institute a “Round-Up Your Light Bill” campaign to help pay for the Interactive Water Feature.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE HOOPER CORPORATION AS THE #1 RANKED FIRM AND AUTHORIZE THE ADMINISTRATION TO FINALIZE A CONTRACT [WITH HOOPER CORPORATION]. THE MOTION WAS SECONDED BY COUNCIL MEMBER HAMPSHIRE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

**3. FMPA Monthly Report – March 2016. *Bob Page***

Discussion ensued with the City Council regarding the FMPA Monthly Report for March as presented by Mr. Page.

**4. Update on Downtown Parking. *Null***

Discussion ensued with the City Council regarding an update on downtown parking as presented by Mr. Null.

Mayor Royal recognized the following citizens for comments:

Steve Geuther, Big Tree Partners, 318 Ferris Street, Green Cove Springs, who expressed his concerns regarding the availability of public parking spaces in the area of his building, his willingness to help the City with the establishment of additional parking spaces and the construction of a sidewalk running from east side of his property east to Magnolia Avenue and then north to Walnut Street.

Dale Garlinghouse, 103 S. Magnolia Avenue, Green Cove Springs, who expressed his wish that the City complete the parking lot located on the old Gambill property (northeast corner of Ferris Street and Magnolia Avenue).

Teben Pyles, 203 N. Palmetto Avenue, Green Cove Springs, who expressed his wish that the City make the intersection of Palmetto Avenue and Center Street a 4-way stop and his concerns regarding the limited field of view at this intersection. He also complained about speeding vehicles and a feral cat population in the area of his house.

Regarding the intersection of Center Street and Palmetto Avenue, the following points of discussion included:

- Council Member Hampshire also relayed a conversation with the School Board's Director of Maintenance and his concerns about the limited field of view and request to make this intersection a 4-way stop.
- Mayor Royal concurred with making this intersection a 4-way stop. He agreed with Mr. Null's recommendation to remove the one (1) parking space.
- Council Member Timberlake disagreed citing the experts had created the study and the City should abide by their expertise.
- Council Member Kelley concurred with Council Member Timberlake.

Regarding the availability of parking in the 300 Block of Ferris Street, the following points of discussion included:

- Council Member Timberlake believed that, in the interest of good citizenship, the property owner for the "Family Dollar Shopping Center" could remove the fence and open the parking lot to other customers as he had observed many times during the course of the day, it was not heavily used. In addition, he had witnessed customers parking in the Walgreens parking lot and walking across the street and felt this exhibited good citizenship

among the local businesses. He was opposed to making the spaces along the side of the building for sub-compacts only. He wanted to see the City invest and clean up the parking lot on the Gambill property making it easier to see where the actual parking spaces are located. As the City grows, the citizens would have to get used to not being able to park in front of the building.

- Inquiring about the history and potential of brokering the shared parking issues, Ms. Judd recalled for Council Member Kelley that she did not know why but the property owner was not amenable to it. She offered to open that dialogue again. It was also noted that the property owner had expressed concerns about liability issues from customers other than those accessing the businesses in the "Family Dollar Shopping Center."
- Mayor Royal wanted to see a sidewalk constructed as discussed above.
- Council Member Kelley was opposed to the previously mentioned parallel parking directly across from Mr. Geuther's building and requested additional signage for parking and improvements be made to the Gambill parking lot.

Mr. Null advised that three (3) parallel parking spaces on Ferris Street along the side could be constructed within 48 hours.

Mr. Arnold advised Council Member Kelley there was no need to recuse himself from the vote because his business was located in the building owned by Mr. Geuther.

In response to Mr. Pyles' inquiry, Ms. Judd reminded the City Council of the Traffic Engineering Study that was generated back in December 2011 due to the removal of the historic traffic lights at the intersections of Walnut Street and Center Street on Palmetto Avenue. As City Manager, it was her role to advise the City Council and she had done so. However, at the direction of the City Council, and in contradiction to the Traffic Study, City Staff had made the intersection of Walnut Street and Palmetto Avenue a 4-way stop. Mayor Royal requested a copy of the Traffic Study. Mr. Arnold also noted that the Traffic Study would become Exhibit No. 1 in the event of a lawsuit for negligence for design of an intersection. Mayor Royal noted the traffic patterns were changing and different now due to the growth of the City.

Joe Sobotta, 212 North Street, Green Cove Springs, who expressed his opposition to the City being "locked in" to a study by any experts. He believed the City should do what is best for the community.

Chief Musco also provided his recollection of the events leading up to the removal of the historic traffic lights including the hundreds of thousands of dollars of infrastructure required to support the new light requirements and the refusal of Clay County Signal Maintenance to work on them because they no longer met the standards required by FDOT. He was open to the deletion of the one (1) space and monitoring of the intersection. He also noted that the Police Officers would address any speeding or running of stop sign issues and report back to the City Council in 60 days.

A MOTION WAS MADE BY VICE MAYOR LEWIS TO ACCEPT THE UPDATE ON THE DOWNTOWN PARKING AND DIRECT THE ADMINISTRATION AS TO ADDING THREE (3) PARALLEL PARKING SPOTS ON THE CORNER OF FERRIS AND MAGNOLIA; REMOVING ONE OF THE PARALLEL PARKING SPOTS BEHIND THE OLD ACE HARDWARE; AND TO OPEN A DIALOGUE WITH MR. CHANEY ABOUT POSSIBLY SOME KIND OF PARTNERSHIP WITH THE CITY FOR PARKING.

Council Member Timberlake requested adding taking steps to making the City parking on the Gambill property more visible and better organized. Ms. Judd noted there were two (2) points on this: (1) to do the sidewalk and (2) to work on the lot.

THE MOTION WAS SECONDED BY COUNCIL MEMBER TIMBERLAKE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

**5. Reconsideration of Implementation of Streaming Video and Agenda Management System. Eversole**

Discussion ensued with the City Council regarding reconsideration of the implementation of Streaming Video and Agenda Management System as presented by Mr. Eversole. Demonstrations had been provided to the City Council at the earlier Special Session.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO:

1. IMPLEMENT A PLAN USING BIS THAT WAS THE RECOMMENDED VENDOR BY STAFF, FOR VIDEO STREAMING AND AGENDA MANAGEMENT, INCLUDING CAPITAL INVESTMENT AND AN OPERATING BUDGET NOT TO EXCEED \$16,375 IN THE CURRENT FISCAL YEAR.
2. DIRECT THE MANAGER TO IDENTIFY A FUNDING SOURCE FOR VIDEO PROGRAM PRODUCTION, INCLUDING CAPITAL INVESTMENT AND AN OPERATING BUDGET NOT TO EXCEED \$5,000 IN THE CURRENT FISCAL YEAR.

THE MOTION WAS SECONDED BY COUNCIL MEMBER HAMPSHIRE. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS C. FELECIA HAMPSHIRE, STEVEN R. KELLEY, ROY M. TIMBERLAKE, JR., PAMELA J. LEWIS, AND MAYOR B. VAN ROYAL. NAYS – NONE.

**6. City Manager and City Attorney Reports and/or Correspondence.**

The City Manager and City Attorney made comments regarding various city activities, events, operations, and projects.

**7. City Council Reports and/or Correspondence.**

The City Council made comments regarding various city activities, events, operations, and projects.

**8. Adjournment.**

There being no further business to come before the City Council, the meeting was adjourned at 9:43 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

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B. Van Royal, Mayor

Attest:

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Julia W. Clevinger, City Clerk