

**MINUTES OF THE APRIL 5, 2016 REGULAR SESSION
GREEN COVE SPRINGS CITY COUNCIL**

Call to Order

The regular session of the Green Cove Springs City Council was called to order Tuesday, April 5, 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 Vice Mayor Lewis 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 R. Kelley
Pamela J. Lewis, Vice Mayor
B. Van Royal, Mayor

STAFF MEMBERS PRESENT:

L. J. Arnold, III, City Attorney
Julia W. Clevinger, City Clerk
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

STAFF MEMBERS ABSENT:

Janis Fleet, Development Services 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

A MOTION WAS MADE BY COUNCIL MEMBER HAMPSHIRE TO APPROVE THE PROCLAMATIONS FOR PUBLIC SAFETY TELECOMMUNICATORS WEEK AND CHILD ABUSE PREVENTION MONTH. 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.

Proclamation – Public Safety Telecommunicators Week

Mayor Royal read the Proclamation into the record (see attachment marked Exhibit “A”) and presented it to Brandi Acres, Sharon Adamson, and Charlotte Wertz, Dispatchers for the Green Cove Springs Police Department, who thanked the City Council for their support.

Employee of the 1st Quarter 2016 – Jaime Flores

Mayor Royal read a letter and presented a Plaque to Jaime Flores as the Employee of the 1st Quarter for 2016. Mr. Flores thanked the City Council for the recognition and his co-workers for their support.

Proclamation – Child Abuse Prevention Month

Mayor Royal read the Proclamation into the record (see attachment marked Exhibit “B”) and presented it to Irene Toto, LMHC, CEO of the Institute for Growth and Development, Clay Behavioral Health Center, Kids First of Florida. Ron and Kerrienne Baker, along with their four (4) adopted children, Bradley, Neil, Lyla, and Jonah, also thanked the City Council for their support.

PUBLIC HEARINGS

- 1. Second and Final Reading of Ordinance No. O-04-2016, an Ordinance authorizing the City to impose and collect non-ad valorem special assessments against real property within the City for services, facilities, programs, and local improvements to certain City owned Solid Waste and Stormwater Utilities.**

Mr. Arnold read the title of Ordinance No. O-04-2016 (see attachment marked Exhibit “C”) into the record as follows:

AN ORDINANCE RELATING TO THE PROVISION OF SERVICES, FACILITIES, PROGRAMS AND LOCAL IMPROVEMENTS IN THE CITY OF GREEN COVE SPRINGS, FLORIDA; AUTHORIZING THE IMPOSITION AND COLLECTION OF ASSESSMENTS AGAINST PROPERTY WITHIN THE INCORPORATED AREA OF THE CITY OF GREEN COVE SPRINGS; PROVIDING CERTAIN DEFINITIONS AND DEFINING THE TERMS "ASSESSMENT," "SERVICE ASSESSMENT," AND "CAPITAL ASSESSMENT"; PROVIDING FOR THE CREATION OF ASSESSMENT AREAS; ESTABLISHING THE PROCEDURES FOR IMPOSING ASSESSMENTS; ESTABLISHING PROCEDURES FOR NOTICE AND ADOPTION OF ASSESSMENT ROLLS; PROVIDING FOR INCLUSION IN CHARTER PROVISION FOR ADOPTION OF RATES FOR MUNICIPAL SERVICES; PROVIDING THAT ASSESSMENTS CONSTITUTE A LIEN ON ASSESSED PROPERTY UPON ADOPTION OF THE ASSESSMENT ROLL; PROVIDING THAT THE LIEN FOR AN ASSESSMENT COLLECTED PURSUANT TO SECTIONS 197.3632 AND 197.3635, FLORIDA STATUTES, UPON PERFECTION SHALL ATTACH TO THE PROPERTY ON THE PRIOR JANUARY 1, THE LIEN DATE FOR AD VALOREM TAXES; PROVIDING THAT A PERFECTED LIEN SHALL BE EQUAL IN RANK AND DIGNITY WITH THE LIENS OF ALL STATE, COUNTY, DISTRICT, OR MUNICIPAL TAXES AND ASSESSMENTS AND SUPERIOR IN DIGNITY TO ALL OTHER PRIOR LIENS, MORTGAGES, TITLES, AND CLAIMS; AUTHORIZING EXEMPTIONS AND HARDSHIP ASSISTANCE; PROVIDING PROCEDURES FOR COLLECTION OF ASSESSMENTS; PROVIDING A MECHANISM FOR THE IMPOSITION OF ASSESSMENTS ON GOVERNMENT PROPERTY; AUTHORIZING THE ISSUANCE OF OBLIGATIONS SECURED BY ASSESSMENTS AND PROVIDING FOR THE TERMS THEREOF; PROVIDING THAT THE CITY'S TAXING POWER SHALL NOT BE PLEDGED; PROVIDING REMEDIES; DEEMING THAT PLEDGED REVENUES SHALL BE CONSIDERED TRUST FUNDS; PROVIDING FOR THE REFUNDING OF OBLIGATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS AND CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

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

A MOTION WAS MADE BY COUNCIL MEMBER HAMPSHIRE TO APPROVE ORDINANCE NO. O-04-2016 ON SECOND AND FINAL READING. 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.

CONSENT AGENDA

1. **City Council approval of Amendment No. 4 to the Professional Services Agreement with Hawkins, Inc. for the period of April 15, 2016 through April 14, 2017 and authorize the Mayor to execute said Agreement on behalf of the City.**
2. **City Council approval of Amendment No. 2 to the Professional Services Agreement for Right-of-Way Maintenance with Southland Specialties, Inc. for the period of April 15, 2016 through April 14, 2017 and authorize the Mayor to execute said Agreement on behalf of the City.**
3. **City Council approval of the award of Bid No. 01-16-03, Tree Trimming & Removal Services, to All Reliable Services, Inc. for the period of April 5, 2016 through April 4, 2017 with the option to renew for two (2) additional one-year terms.**
4. **City Council approval of a Purchase Order to All Reliable Services, Inc. for Tree Maintenance City-wide in the amount of \$44,475.**
5. **City Council ratification of a Contract with CORE Construction, Inc. for Bid No. 01-16-01, Historic Spring Park Pool Construction, in the amount of \$2,202,397.**
6. **City Council approval to rent a dewatering system from Atlas Dewatering, Inc. for the Historic Spring Park Pool Construction Project in the amount of \$21,114.50.**
7. **City Council approval to rent equipment from Sunbelt Rentals, Inc. for the Historic Spring Park Pool Construction Project in the amount of \$24,366.12.**
8. **City Council approval of Advanced Drainage Systems, Inc. as an approved vendor per Chapter 5 of the City Purchasing Policies and Procedures Manual.**
9. **City Council approval of Resolution R-10-2016 (see attachment marked Exhibit "D"), a Resolution requesting a reduction in the permit application fees for the Fiscal Year October 1, 2015 through September 30, 2016 from the St. Johns River Water Management District.**
10. **City Council approval to waiver City Code Section 46-4. "Drinking intoxicating or alcoholic beverages or possession of open containers prohibited in public" on the first Friday of every month beginning April 1, 2016 for "Wind Down on Walnut", from Hwy. 17 to Palmetto Avenue and only for the duration of the event from 5:00 p.m. to 10:00 p.m.**

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE CONSENT AGENDA ITEMS 1 THROUGH 10 AS LISTED ABOVE. THE MOTION WAS SECONDED BY VICE MAYOR LEWIS. 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. **Presentation on Orange Park Medical Center Trauma Center. *Chad Patrick, CEO***

Mayor Royal recognized Fred Ashworth, CFO, Orange Park Medical Center, 1929 Quaker Ridge Drive, Green Cove Springs, who requested an updated Letter and Resolution of Support for the hospital's Level II Trauma Center as was done in 2014 and 2015.

Council Member Timberlake requested that additional language be included in the letter of support emphasizing the following points:

- UF Health Jacksonville, formerly Shands Jacksonville, is a long way from Green Cove Springs;
- Tremendous growth in this area and the south end of the County; and
- An undue burden for the residents of Green Cove Springs to have to go to the extremes to get to UF Health Jacksonville as opposed to a local hospital.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO DECLARE THIS AN EMERGENCY ITEM AND REAFFIRM THE PREVIOUS PROCLAMATIONS [RESOLUTION] AND LETTERS ON BEHALF OF THE CITY COUNCIL FOR ORANGE PARK MEDICAL CENTER TO RECEIVE THE DESIGNATION AS A TRAUMA CENTER; AND FURTHER EMPHASIZE THE UNDUE BURDEN ON THE CITIZENS OF OUR CITY AND OUR COUNTY TO HAVE TO TRAVEL TO THE NORTH SIDE OF JACKSONVILLE TO GET TO A TRAUMA CENTER PARTICULARLY GIVEN THE AMOUNT OF GROWTH THAT IS OCCURRING IN THIS PART OF OUR COUNTY AS WELL AS PUTNAM COUNTY SOUTH OF US. 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.

(Clerk's Note: Refer to Emergency Resolution No. R-11-2016 – see attachment marked Exhibit "E".)

2. FMPA Monthly Report – April 2016. *Bob Page*

Discussion ensued with the City Council regarding the FMPA Monthly Report for April as presented by Mr. Page. In addition, Mr. Page strongly suggested the City Council consider revisiting the issues of annexing out to the boundaries of the Utility Service Area. He referred back to the City of Vero Beach where the majority of their customers reside outside the City limits and the future development of the First Coast Expressway and outside of the current City limits, he believed the City would also end up in the same position with the bulk of its customers outside of the City limits.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE REPORT AS ISSUED. 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. Authorization for City Staff to develop an Agreement with Public Financial Management, Inc., for financial advisory services. *Guthrie / Judd*

Discussion ensued with the City Council regarding authorization for City Staff to develop an Agreement with Public Financial Management, Inc., for financial advisory services as presented by Ms. Guthrie and Ms. Judd. Ms. Judd urged the City Council to contemplate utilizing the services of a financial advisor considering the necessity of possible loans or bonds the City will need in the near future for the Wastewater Facility project in addition to the possibility of refinancing the existing loan for the Police Station which would be paid off in three (3) fiscal years. Furthermore, she believed that by obtaining a \$1 million loan for Spring Park and refinancing the \$1.4 million loan for the Police Station, the debt service for both projects would be approximately \$207,540 versus the current \$420,000. As a result, this would increase the cash liquidity back to the City. She also reminded the City Council regarding the possibility of the City's loss of \$630,000 annually if the Surtax were not renewed in 2019.

Ms. Judd also advised that the City Charter required an Ordinance be approved by the City Council for any loans. Her plan was to present an Ordinance for first reading on May 3rd and second and final reading on June 7th.

Ms. Judd distributed a chart documenting the Principal and Interest Repayment Schedule for the Police Station.

Council Members Lewis and Kelley were opposed to refinancing the Police Station. Council Members Hampshire and Timberlake and Mayor Royal were not opposed as it would free up funds for other Capital Improvement Projects (CIP). Mayor Royal also suggested the CIP list be re-addressed and updated again. Council Member Timberlake urged the City Council to be proactive versus reactive and suggested that a package be put together with aggressive steps to present to and educate the public regarding the necessity of the projects. After further discussion, the City Council was in favor utilizing the services of a financial advisor.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO AUTHORIZE ADMINISTRATION TO DEVELOP AN AGREEMENT WITH PUBLIC FINANCIAL MANAGEMENT FOR FINANCIAL ADVISORY SERVICES. 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.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO INCLUDE BOTH SPRING PARK AND REFINANCING THE POLICE FACILITY FOR DEBT ISSUANCE. 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, ROY M. TIMBERLAKE, JR., AND MAYOR B. VAN ROYAL. NAYS – STEVEN R. KELLEY AND PAMELA J. LEWIS.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO ACCESS THE CURRENT AGREEMENT WITH SATELLITE BEACH TO MEET OUR NEEDS AND REPORT BACK ON APRIL 19TH. 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.

4. Approval of Resolution No. R-08-2016, a Resolution establishing the method of assessing the cost of Stormwater Management Service with the City limits. Judd/ Arnold

Discussion ensued with the City Council regarding approval of Resolution No. R-08-2016 (see attachment marked Exhibit “F”), a Resolution establishing the method of assessing the cost of Stormwater Management Service with the City limits as presented by Ms. Judd and Mr. Arnold.

A MOTION WAS MADE BY COUNCIL MEMBER HAMPSHIRE TO APPROVE RESOLUTION NO. R-08-2016 WITH MINOR CHANGES, IF ANY, DISCUSSED THIS EVENING AND SET THE FINAL PUBLIC HEARING ON THE SUBJECT ASSESSMENTS FOR 7:00 P.M. ON MAY 17, 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 B. VAN ROYAL. NAYS – NONE.

5. Approval of Resolution No. R-09-2016, a Resolution describing the method of assessing the Solid Waste cost against assessed properties in the Magnolia West Assessment Area. Judd / Arnold

Discussion ensued with the City Council regarding approval of Resolution No. R-09-2016 (see attachment marked Exhibit “G”), a Resolution describing the method of assessing the Solid Waste cost against assessed properties in the Magnolia West Assessment Area as presented by Ms. Judd and Mr. Arnold.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RESOLUTION NO. R-09-2016 WITH MINOR CHANGES, IF ANY, DISCUSSED THIS EVENING AND SET THE FINAL PUBLIC HEARING ON THE SUBJECT ASSESSMENTS FOR 7:00 P.M. ON MAY 17, 2016. 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 acknowledged the above reports provided to the City Council for information.

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.

Council Member Hampshire reported that she had received a letter from an anonymous “concerned citizen” inquiring about the funding for the Soul Food Festival. She advised that if anyone had any concerns or questions, they could contact her personally and she would be happy to show them the records. She also noted that the Soul Food Festival was a 501(c)(3) non-profit organization.

8. Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 9:11 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

B. Van Royal, Mayor

Attest:

Julia W. Clevinger, City Clerk