

**MINUTES OF THE JUNE 6, 2017 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, June 6, 2017, 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 Lewis followed by the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

COUNCIL MEMBERS PRESENT:

Steven Kelley
Pamela J. Lewis
B. Van Royal
Constance W. Butler, Vice Mayor
Roy M. Timberlake, Jr., Mayor

STAFF MEMBERS PRESENT:

L. J. Arnold, III, City Attorney
Derek Asdot, Acting Chief of Police
Julia W. Clevinger, City Clerk
Janis Fleet, Development Services Director
Marlena Guthrie, Finance Director
Danielle J. Judd, City Manager
Mary Jane Lundy, Personnel Director
Mike Null, Asst. City Mgr. / Public Works Dir.

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

Mayor Timberlake recognized Bob Lewis, 212 North Street, Green Cove Springs, who expressed his concerns regarding a boat anchored just off of Spring Park in the St. Johns River that was taking on water and listing. Acting Chief Asdot acknowledged for Mayor Timberlake that the issue would be addressed quickly.

AWARDS AND RECOGNITION

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE THE PROCLAMATIONS FOR CODE ENFORCEMENT OFFICERS' APPRECIATION WEEK AND ARNETT C. CHASE. THE MOTION WAS SECONDED BY VICE MAYOR BUTLER. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

1. Proclamation – Code Enforcement Officers' Appreciation Week

Mayor Timberlake read the Proclamation into the record (see attachment marked Exhibit “A”) and presented it to Code Enforcement Officer Mitra Goswami, along with Special Magistrate, Garfield Hurt, City Attorney, L. J. Arnold, III, Development Services Director, Janis Fleet, Support Staff, Kimberley Farnsworth, and Bailiff, Officer Eric Checo.

2. Proclamation – Arnett C. Chase

Mayor Timberlake advised that the Proclamation had been presented at a special event on Sunday, June 4th by the Mayor along with City Manager Judd and former Council Member Felecia Hampshire (see attachment marked Exhibit “B”).

3. Recognition – New Employees – Angel Alicea, Network Administrator; James Bell and Hayley Johnson, Parks Department

Assistant City Manager, Mike Null, introduced Angel Alicea, the City’s new Network Administrator. Public Works Field Supervisor, Steve Thomas, introduced James Bell and Hayley Johnson, new employees with the Parks Department.

4. Recognition – Pamela J. Lewis, Mayor - 2016-2017

Mayor Timberlake and the City Council presented a Plaque of Appreciation to Council Member Pamela J. Lewis for her service as Mayor of the City of Green Cove Springs from May 17, 2016 to May 16, 2017.

CONSENT AGENDA

- 1. City Council approval of the Minutes of the Regular Sessions on May 2 and May 16, 2017.**
- 2. City Council approval of 2017-00346, a Gateway Corridor and Central Business District Matching Grant Application for a Monument Sign for the Property located at 401 Ferris Street for E. Vaughn Rivers.**
- 3. City Council approval of Pay Request No. 3 in the amount of \$163,292.50 to Hooper Corporation under \$526,750 4kV Electric Distribution System Conversion Capital Project.**
- 4. City Council approval of four (4) vehicles, two (2) Patrol Vehicles and two (2) Unmarked Investigations Vehicles.**
- 5. City Council approval of a Task Order in the amount of \$20,000 with CHW to complete analysis on the Stormwater Utility Fund to Create "Usage Fees" and "Credits" to fund Capital Improvements.**
- 6. City Council approval of the renewal of FDOT State Highway System Lighting, Maintenance, and Compensation Agreement, Contract No. AN491, for S.R. 15 (U.S. Hwy. 17) and S.R. 16 East and West, for the period of July 1, 2017 through June 30, 2018 in the amount of \$29,657.88.**

7. **City Council approval of a modification to HMGP Grant # 4086-30-R, Cove St. Drainage Improvements, increasing the contract amount and increasing the time.**
8. **City Council approval of a modification to HMGP Grant # 4086-31-R, MLK Blvd. Drainage Improvements, increasing the contract time.**
9. **City Council approval of a modification to HMGP Grant # 4086-45-R, Citizen St. Drainage Improvements, increasing the contract amount and increasing the time.**
10. **City Council approval to increase the Task Order to Matthews Design Group for Construction Inspection Services related to the Historic Spring Park Pool Project in the amount of \$13,500.**
11. **City Council approval of the drinking water Annual Water Quality Report and authorization to distribute in customer bills.**
12. **City Council approval of appointments to the Green Cove Springs Police Pension Board.**
13. **City Council approval of a Memorandum of Understanding (MOU) between the Clay County Sheriff's Office, the Green Cove Springs Police Department, the Orange Park Police Department, and the Orange Park Medical Center regarding the acceptance of Baker Acts as defined by F.S.S. 394.463 and authorization for the Acting Chief of Police to execute said MOU.**

Council Member Royal pulled Consent Agenda Item No. 10 for discussion.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE CONSENT AGENDA ITEMS 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12 AND 13 AS LISTED ABOVE. THE MOTION WAS SECONDED BY VICE MAYOR BUTLER. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

Consent Agenda Item No. 10 – In response to Council Member Royal's question, Mr. Null noted that the requested increase of \$13,500 included coordination of punch list items with individual sub-contractors and engineers. He explained that he would not typically expect such a large amount but he had received a 15 page punch list. In addition, the City would not be billed for any design flaws. Unfortunately, the project time for completion had doubled along with the time for the engineers. It had taken almost two (2) weeks to receive the punch list and it had been received before the fence railing was installed. This necessitated the landscape architect to come back out to review the fence railing. City Staff was minimizing their time as much as possible. He also advised that a Temporary Certificate of Occupancy (CO) would be issued the next day, June 7th, by the City's Building Official, John Cioffi.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE CONSENT AGENDA ITEM 10 AS LISTED ABOVE. THE MOTION WAS SECONDED BY VICE MAYOR BUTLER. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

COUNCIL BUSINESS

1. **FMPA Report - May 2017. *Bob Page***

Discussion ensued with the City Council regarding the FMPA Report as presented by Mr. Page. He explained the options presented regarding the Solar Business Model Workshop and recommended Option No. 2.

Mr. Page introduced Jacob Williams, CEO of FMPA, who gave an update via a PowerPoint presentation.

A MOTION WAS MADE BY VICE MAYOR BUTLER TO ACCEPT THE REPORT ALONG WITH APPROVAL OF OPTION 2 AS STATED ABOVE. THE MOTION WAS SECONDED BY COUNCIL MEMBER KELLEY. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

2. **Annual Performance Review – Hooper Corporation Contract for Electric Distribution Services. *Danielle J. Judd & Hooper Corporation***

Discussion ensued with the City Council regarding the Annual Performance Review of Hooper Corporation for the Electric Distribution Services as presented by Ms. Judd. She also introduced Steve Lindley, Vice President – Operations, Dave Miller, Vice President – Overhead Line Department Head, and Gary Shortridge, Area Manager who made comments with respect to the report.

Council Member Royal requested a quarterly outage report be provided to the City Council. Ms. Judd provided copies of Mr. Miller's outage report that was discussed during the meeting.

Ms. Judd confirmed for Vice Mayor Butler that \$1.5 million would be spent over the next five (5) years to upgrades and improvements to the electric system. She commended Mr. Null and the City Staff who had also made great strides in moving inventory to the Electric Compound and bringing the Department to a happy medium regarding rates and funding the Capital Program for the multitude of major projects that were needed.

Mr. Miller advised the City Council regarding a proposed amendment to the Operating Agreement to add an Apprentice to the staffing levels that would be discussed during the upcoming budget workshops.

Mayor Timberlake recognized Joe Sobotta, 212 North Street, Green Cove Springs, who expressed his concerns regarding safety hazards on the City's utility poles due to the lack of maintenance from Comcast and AT&T. Ms. Judd acknowledged his concerns citing the Franchise Agreement and Mr. Null reminded him to call his office whenever he perceived something to be a safety issue.

A MOTION WAS MADE BY VICE MAYOR BUTLER TO RECEIVE THE REPORT. THE MOTION WAS SECONDED BY COUNCIL MEMBER LEWIS. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

3. City Council review of Code Enforcement Lien Properties and converting to Affordable Housing. *Janis Fleet, Mitra Goswami*

Discussion ensued with the City Council regarding Code Enforcement Lien Properties and converting them to Affordable Housing as presented by Ms. Fleet and Ms. Goswami. Mr. Arnold gave a brief overview of the Tax Certificate process. It was also suggested by Council Member Kelley that the list of properties not be exclusive to Clay County Habitat for Humanity, but that others would be able to have access to it. Ms. Goswami noted that the SHIP program, Clay County Housing Finance Authority, and others had received the list. In addition, the City Council would continue to approve any reductions in Code Enforcement liens.

4. City Council designation of Voting Delegate and Resolution Information for the 91st Annual Florida League of Cities Conference in Orlando, Florida on August 17-19, 2017. *Julia W. Clevinger*

Discussion ensued with the City Council regarding the designation of a Voting Delegate and Resolution information for the 91st Annual Florida League of Cities Conference in Orlando, Florida on August 17-19, 2017 as presented by Ms. Clevinger.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPOINT MAYOR TIMBERLAKE AS THE VOTING DELEGATE TO THIS YEAR'S FLORIDA LEAGUE OF CITIES CONFERENCE. THE MOTION WAS SECONDED BY COUNCIL MEMBER LEWIS. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL, CONSTANCE W. BUTLER, AND ROY M. TIMBERLAKE, JR., MAYOR. NAYS – NONE.

Further discussion ensued regarding the subject matter of Resolutions to be presented to the FLC Resolution Committee. The City Council agreed that the Resolution regarding the Maritime Highway should be sent again and that a new Resolution regarding the Medical Marijuana issue should be drafted. Mayor Timberlake requested Ms. Clevinger to draft such Resolution for his review. Both Resolutions would be presented on the June 20th Agenda for approval.

Mayor Timberlake requested a motion to approve the inclusion of the St. Johns River Maritime Highway and the Medical Marijuana issue as items to put forward for resolution information.

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

5. 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.

Ms. Judd reminded the City Council that the City Pool would open to the public on Thursday, June 8th and the Dedication Ceremony was scheduled for Saturday, June 17th at 9:00 a.m.

6. City Council Reports and/or Correspondence.

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

In response to Council Member Royal, Ms. Judd expressed her concerns for keeping the Splash Pad open 24 hours a day. She preferred to keep the hours consistent with the hours of operation with the pool. City Code stated the parks were open from sunrise to sunset. The City Council agreed to keeping the Splash Pad open from 11:00 a.m. until 8:00 p.m. seven (7) days a week and re-evaluating these hours in 60 days.

All the Council Members commended the City Staff for their hard work in making the Memorial Day RiverFest such a success and the Park looking so good!

Council Member Lewis recommended the City provide training for P & Z Board Members as suggested by Board Member Gaw.

Vice Mayor Butler expressed her concerns regarding possible safety issues of water pooling at the bottom of the east spiral staircase and the possibility of incorporating a shoe rack at the splash pad.

Mayor Timberlake recognized Bob Lewis, 212 North Street, who expressed his thoughts on how the P & Z Board members made decisions based on their opinions and whether they thought the issue would be good for the City or not and based on a compatibility with the neighborhood. He did not feel it was their job to worry about the regulations but rather to give their opinion. He referred to the issue of the addition of a porch to his home and the differences in front yard setbacks for other neighborhood homes. He felt it was the Board's position to decide if it was good for the neighborhood.

In response to Vice Mayor Butler's inquiry, Ms. Judd expressed her concerns and was directed to bring the issue back on June 20th regarding the Mexican Consulate's utilization of the Head Start classrooms at the Augusta Savage Arts & Community Center for providing passports, Mexican IDs, and immigration questions on Saturday, July 29, 2017. Ms. Judd would also contact Indy Moran for additional information.

Mayor Timberlake recognized Scott Smith, 600 Myrtle Avenue, Green Cove Springs, who expressed his disappointment in some negative comments he had overheard in Spring Park. He believed the City needed the pool and was happy to see the new facilities.

Mayor Timberlake requested that the City Manager draft a letter for the City Council to sign regarding the proposed airport at Clay Port as discussed by the County Commission. He also stated his top three (3) issues he would be addressing over the next year during his term as Mayor would include: 1) Decade of Progress; 2) Future Issues facing the City and Training for Staff and Board Members; and 3) Scheduling a workshop on revising the Gateway Corridor requirements.

Ms. Fleet gave a brief update on drainage issues that have developed due to the extreme amount of rain received over the past couple of weeks and the construction at the Magnolia West subdivision.

Acting Chief Asdot gave a brief update on fundraising efforts for the annual Trunk or Treat event to be held in October which was growing exponentially every year. This year's theme would be Pirates of the Cove.

Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 9:52 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Roy M. Timberlake, Jr., Mayor

Attest:

Julia W. Clevinger, City Clerk