

**MINUTES OF THE JANUARY 23, 2018 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, January 23, 2018, 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 Pastor Terry Moore, Hibernia Baptist Church, 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, 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.
Scott Schultz, Asst. Water Utilities Dir.

Mayor Timberlake advised that he would recognize anyone wishing to address the City Council immediately following the Public Hearing.

PUBLIC HEARINGS

- 1. Second and Final Reading of Ordinance No. O-01-2018, an Ordinance authorizing the City to borrow up to \$10,700,000.00 for improvements to and expansion of our Electric Utility System. *L. J. Arnold, III, Danielle J. Judd***

Mr. Arnold read the title of Ordinance No. O-01-2018 (see attachment marked Exhibit "A") into the record:

AN ORDINANCE OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AUTHORIZING THE CITY TO BORROW UP TO \$10,700,000.00 FOR IMPROVEMENTS TO AND EXPANSION OF OUR ELECTRIC UTILITY SYSTEM; PROVIDING THAT DETAILS OF THE LOAN BE APPROVED BY

SUBSEQUENT RESOLUTION OF THE CITY COUNCIL; AND PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

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

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE ORDINANCE NO. O-01-2018 ON SECOND AND FINAL READING. 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.

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

Mayor Timberlake recognized Felecia Hampshire, 508 Franklin Street, Green Cove Springs, who expressed her sadness for the Jaguars' loss to the Patriots but extended her good wishes for the Philadelphia Eagles in the upcoming Super Bowl. She then introduced Steven Smith.

Mayor Timberlake recognized Steven Smith, 1430 Coopers Hawk Way, Middleburg, who introduced himself as the owner of Complete Transformation and 4th Quarter Athletics. He explained that his non-profit company wanted to give back to the community and he provided a binder containing information on its mission and goals and asked the City Council for their consideration of his services in Green Cove Springs. Mayor Timberlake thanked Mr. Smith. A copy of the information would be distributed to the City Council by the City Clerk.

CONSENT AGENDA

- 1. City Council approval of CW Builders to construct 920 ft of sidewalk along Harbor Rd from Enterprise Way to Magnolia Point for the sum not to exceed \$25,460.00.**
- 2. City Council approval for Payment No. 5 to Mittauer and Associates for construction administration and construction inspection services for the North Grid Reclaimed Water Main in the amount of \$12,500.**
- 3. City Council approval of Payment #4 to Mittauer & Associates for \$1,204.00, for design, engineering, permitting and project management for the Magnolia Point water utility interconnect between the Clay County Utility Authority and the City.**
- 4. City Council approval of Pay Request No. 4 in the amount \$13,506.00 to Mittauer & Associates for Design, Engineering and Geotechnical work for the replacement of a water main under U.S. 17 & S.R. 16 East.**
- 5. City Council approval of FDEP SRF Disbursement #7 and Mittauer and Associates invoice # 17422 in the amount of \$45,000.00.**
- 6. City Council approval of Payment #5 / Invoice # 18012 in the amount of \$3,500.00 to Mittauer and Associates for development of the Water Master Plan.**

7. **City Council approval of the Job Description and Pay Grade Placement for a Utility Line Locator Position.**
8. **City Council approval of funding for electric transformer inventory replacement to WEG Transformers in the amount of \$17,210.00 per FMPA Specification PMT3-1.**
9. **City Council approval of additional funding for outside counsel Brenna Durden to further assist the City in annexations as directed by the City Council.**

Council Member Royal pulled Consent Agenda Item No. 9 for discussion.

A MOTION WAS MADE BY VICE MAYOR BUTLER TO APPROVE THE CONSENT AGENDA ITEMS 1 THROUGH 8 AS LISTED ABOVE. 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.

Consent Agenda Item No. 9 – In response to Council Member Royal’s inquiry, Ms. Judd confirmed that the total amount would not exceed \$20,000.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE CONSENT AGENDA ITEM 9 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. **Electric Revenue Bond Issuance for Capital Improvement Program. *Danielle J. Judd, Marlana Guthrie, Jeremy Niedfeldt***

Discussion ensued with the City Council regarding the Electric Revenue Bond issuance for the Capital Improvement Program as presented by Ms. Judd, Ms. Guthrie, and Mr. Niedfeldt, PFM, who reviewed a PowerPoint included in the Staff Report.

After a lengthy discussion and questions from the City Council, Ms. Judd reminded the City Council that by approving Ordinance No. O-01-2018 above, the purpose of this Agenda item was for the City Council to make a policy decision by advising Staff if they were ready to continue with seeking funding options, and if so, how they wanted Staff to proceed. Even though she would not be here when this rolled out, Ms. Judd expressed her concerns about utility rates. With the process necessary to be taken, she did not believe the City would see any cash infusion until May. Mayor Timberlake concurred adding this item was only to explain the funding alternatives as recommended by PFM and request

Staff and PFM to bring back a summary of the proposals for the City Council to review in approximately 6-7 weeks or early March.

Mayor Timberlake recapped and requested a motion to:

1. Accept PFM's Report of the Electric CIP; and
2. Instruct staff to go ahead and go to market with an RFP to get formal rate bids that would be for 15 and 20-year terms; that it would look at a fixed rate instrument and it would look at a synthetic fixed or a swap and in the same terms that PFM would come to the Council with that data.

A MOTION WAS SO MADE BY COUNCIL MEMBER LEWIS. 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.

2. City Council update on the construction schedule and capital financing strategy for the AWWTP improvements to the City's Wastewater Treatment, Wastewater Collection and Reclaimed Water systems. *Mike Null, Scott Schultz, Jason Shepler*

Discussion ensued with the City Council regarding an update on the construction schedule and capital financing strategy for the AWWTP improvements to the City's Wastewater Treatment, Wastewater Collection, and Reclaimed Water Systems as presented by Mr. Null, Mr. Schultz, and Mr. Shepler and Greg Lang with Mittauer & Associates. Mr. Null distributed an updated Conceptual Funding Approach spreadsheet which was discussed at length. Mr. Lang distributed updated proposed legislation documents and Funding Principles for the President's Infrastructure Plan that had been "leaked" from the White House.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE THE REVISED CONSTRUCTION SCHEDULE AND CAPITAL FINANCING STRATEGY FOR THE IMPROVEMENTS TO THE CITY'S WASTEWATER TREATMENT, WASTEWATER COLLECTION AND RECLAIMED WATER SYSTEMS. 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.

3. 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.

4. City Council Reports and/or Correspondence.

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

The City Manager was directed to draft a letter under the Mayor's signature to the SJRWMD regarding the drainage problems from Magnolia West Phases III & IV that are still being experienced by the residents on Shedd Road.

Due to the urgent nature of the issue regarding the airport, the Mayor requested the City Council make an emergency motion to appoint the City Manager and Mayor to the Airport Advisory Committee. This item would also be addressed on the next Agenda.

AN EMERGENCY MOTION WAS MADE BY VICE MAYOR BUTLER TO APPOINT THE CITY MANAGER AND MAYOR AS REPRESENTATIVES TO THE AIRPORT ADVISORY COMMITTEE TO REPRESENT THE CITY AND THAT THE MEETINGS BE OPEN TO THE PUBLIC. 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.

Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 9:10 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Roy M. Timberlake, Jr., Mayor

Attest:

Julia W. Clevinger, CMC, City Clerk