

**MINUTES OF THE JUNE 16, 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, June 16, 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 Bob Brown, Cornerstone Church of Jacksonville, followed by the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

COUNCIL MEMBERS PRESENT:

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

STAFF MEMBERS PRESENT:

L. J. Arnold, III, City Attorney
Derek Asdot, Chief of Police
John Cioffi, Building Official / D. S. Dir.
Julia W. Clevinger, City Clerk
Glee Glisson, Parks & Rec. Director
Marlena Guthrie, Finance Director
Danielle J. Judd, City Manager
Mary Jane Lundy, Personnel Director
Mike Null, Asst. City Mgr. / Public Works Dir.
Tiffanie Reynolds, Comm. Coordinator

STAFF MEMBERS ABSENT:

Janis Fleet, Principal Planner

AWARDS AND RECOGNITION

1. Recognition - Roy M. Timberlake, Jr., Mayor – 2017-2018.

Mayor Butler and the City Council presented a Plaque of Appreciation to Council Member Roy M. Timberlake, Jr. for his service as Mayor of the City of Green Cove Springs from May 16, 2017 to May 15, 2018.

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

Mayor Butler recognized the following for comments:

1.

CONSENT AGENDA

1. **City Council approval of the Minutes for the Special Session on May 11, 2018 and the Regular Session on May 15, 2018.**
2. **City Council approval to purchase Lexipol Florida Law Enforcement Policy Manual and Daily Training Bulletins via the Forfeiture Fund (Federal) in the amount of \$9,221.00.**
3. **City Council approval of a purchase order to Heritage Signs for the sum of \$24,999.00 for an Electronic Reader Board Sign at City Hall.**
4. **Council establishes workshop dates for reviewing the Operating Budget and Capital Improvement Plan for FY 2018/2019.**
5. **City Council approval of Special Law Enforcement Trust Fund expenditure to provide training to Lieutenant John Guzman (New Certification) and Property Custodian Gerilynn Barton (Renew Certification) to attend the Property and Evidence Association of Florida's Evidence Custodian Certification Course. This training will certify both members in the State of Florida as Certified Evidence Custodians in the amount of \$2,016.00.**
6. **City Council approval for the Mayor to execute the HMGP Grant Contract for surveying, design, engineering and permitting of the Governors Creek Electrical Hardening Project in the amount of \$94,500.00.**
7. **City Council approval of Payment #9 / Invoice #18239 in the amount of \$5,000.00 (bringing the total payments to \$45,000 out of \$50,000) to Mittauer and Associates for development of the Water Master Plan.**
8. **City Council approval of a purchase order to Ring Power Crane Division for the sum of \$31,651.57 for the repairs to the bucket truck # 401.**
9. **City Council approval to Amend Developer Public Improvement Agreement between City and Visual FX, Inc.**
10. **City Council review and approval of Resolution No. R-15-2018 (see attachment marked Exhibit "A"), the Maintenance Bond and Acceptance of the Roads for Magnolia West – Phase 3.**
11. **City Council approval to initiate a four-month lease of a 250 KW and an 80 KW generator from Zabatt Power Services in the amount of \$25,000.00 to have on standby to maintain water and sewage services in the event of a storm or extended power outage.**

Vice Mayor Butler pulled Consent Agenda Item No. 1 for discussion.

A MOTION WAS MADE BY COUNCIL MEMBER XXXXX TO APPROVE THE CONSENT AGENDA ITEM NOS. 1 THROUGH 11 AS LISTED ABOVE. THE MOTION WAS SECONDED BY VICE MAYOR XXXXX. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS PAMELA J. LEWIS, B. VAN ROYAL, ROY M. TIMBERLAKE, JR. STEVEN R. KELLEY, AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

Consent Agenda Item No. 1 – Vice Mayor Butler advised she had discovered a scrivener’s error in the minutes of the regular session on October 17, 2017. She had spoken to the City Clerk and the error had been corrected and would be reflected on the final set to be signed by the Mayor.

A MOTION WAS MADE BY VICE MAYOR XXXXX TO APPROVE THE CONSENT AGENDA ITEM NO. 1 WITH THE NOTED CORRECTION. THE MOTION WAS SECONDED BY COUNCIL MEMBER XXXXX. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS PAMELA J. LEWIS, B. VAN ROYAL, ROY M. TIMBERLAKE, JR. STEVEN R. KELLEY, AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

COUNCIL BUSINESS

1. Internship Program. *City of Palm Coast: Jim Landon, City Manager, Beau Falgout, Assistant City Manager, Maeve Dineen, Intern*

Discussion ensued with the City Council regarding the presentation of the Internship Program at the City of Palm Coast as presented by Jim Landon, City Manager, Beau Falgout, Assistant City Manager, and Maeve Dineen, Intern.

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

2. City Council approval of the Statewide Mutual Aid Agreement. *Derek Asdot, John Ward*

Discussion ensued with the City Council regarding approval of the Statewide Mutual Aid Agreement for 2018 as presented by Chief Asdot and Mr. Ward, Clay County Emergency Management Director.

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

3. City Council review and approval of the Water Master Plan. *Mike Null, Scott Schultz, Jason Shepler*

Discussion ensued with the City Council regarding review and approval of the Water Master Plan as presented by Mr. Null, Mr. Schultz, and Mr. Shepler.

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

4. **City Council approval for City Staff to submit, and the Mayor to execute, all required documents to apply for a Request for Inclusion (RFI) to the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) for Construction Phase I (which includes the plant portion of the reclaimed water improvements, plant electrical upgrades and the rehabilitation of Lift Stations #2 and #4), in the amount of \$6,090,600.00. *Mike Null, Scott Schultz, Jason Shepler***

Discussion ensued with the City Council regarding approval for City Staff to submit, and the Mayor to execute, all required documents to apply for a Request for Inclusion (RFI) to the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) for Construction Phase I (which includes the plant portion of the reclaimed water improvements, plant electrical upgrades and the rehabilitation of Lift Stations #2 and #4), in the amount of \$6,090,600.00 as presented by Mr. Null, Mr. Schultz, and Mr. Shepler.

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

5. **City Council approval of Resolution Nos. R-13-2018 and R-14-2018 (see attachments marked Exhibit “B” and “C”, respectively) and submission for consideration by the Resolutions Committee for the FLC Annual Conference in August. *Julia W. Clevinger, L. J. Arnold, III***

Discussion ensued with the City Council regarding approval of Resolution Nos. R-13-2018 (St. Johns River – Maritime Highway) and R-14-2018 (Support of Home Rule) and submission for consideration by the Resolutions Committee for the FLC Annual Conference in August as presented by Ms. Clevinger and Mr. Arnold.

A MOTION WAS MADE BY COUNCIL MEMBER XXXXX TO . THE MOTION WAS SECONDED BY COUNCIL MEMBER XXXXX. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – COUNCIL MEMBERS PAMELA J. LEWIS, B. VAN ROYAL, ROY

M. TIMBERLAKE, JR. STEVEN R. KELLEY, AND CONSTANCE W. BUTLER,
MAYOR. 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.

- a. Executive Summary Reports – May 2018.

7. City Council Reports and/or Correspondence.

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

Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 10:50 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Roy M. Timberlake, Jr., Mayor

Attest:

Julia W. Clevinger, CMC, City Clerk