

**MINUTES OF THE JULY 24, 2018 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, July 24, 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

L. J. Arnold, III, City Attorney  
Derek Asdot, Chief of Police  
Kimberly Thomas, Interim City Clerk  
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 PRESENT:**

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

Mayor Butler recognized Eugene Francis, 615 Walburg Street, Green Cove Springs, who shared details and requested co-sponsorship from the City Council for the Augusta Savage Cultural Arts Festival.

**CONSENT AGENDA**

- 1. City Council approval of a purchase order to Heritage Signs for the sum of \$44,944.82 for an Electronic Reader Board Sign at City Hall.**
- 2. City Council approval of a purchase of a T-type dock installed at VFH park for the sum of \$16,911.19 to Woeller construction using FRDAP funds.**
- 3. City Council Approval of an addendum to the Clay County Utility Authority (CCUA) Interlocal Agreement for the Magnolia Point interconnect providing the City with a bulk rate of 80% of customary charges**

4. **City Council approval of a purchase order to Hooper Corporation to provide labor and equipment for the County Road 209 storm rehabilitation and electrical hardening project in the amount of \$210,870.00. AGENDA July 24, 2018.**
5. **City Council approval to issue a purchase order to Hooper Corporation in the amount of \$485,777.00 to replace 75 poles as indicated in a recent pole inspection survey.**
6. **City Council approval of a purchase order to Gresco for Hendrix Aerial Cable Systems proprietary parts and materials for the County Road 209 storm rehabilitation and electrical hardening project in the amount of \$55,043.00.**

Council Member Timberlake pulled Consent Agenda Item No. 1 for discussion.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE CONSENT AGENDA ITEM NOS. 2 THROUGH 6 AS LISTED ABOVE. THE MOTION WAS SECONDED BY VICE-MAYOR KELLEY. 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** – Council Member Timberlake stated he would like to have a larger sign and thanked staff for a job well done.

He then made a motion to accept Consent Agenda Item No. 1 and it was seconded by Council Member Lewis, however prior to roll call City Attorney Arnold stated the motion should be amended based on the need for a variance.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE CONSENT AGENDA ITEM NO. 1 CONTINGENT ON THE PLANNING BOARDS APPROVAL OF A VARIANCE. THE MOTION WAS SECONDED BY COUNCIL MEMBER ROYAL. 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. **Establish Tentative Millage Rate for Fiscal Year 2018/2019. *Marlena Guthrie, Danielle J. Judd***

Discussion ensued with the City Council regarding the establishment of a tentative millage rate for Fiscal Year 2018/2019 as presented by Ms. Guthrie. The Form 420 provided by the Property Appraiser (copy attached) reflects an actual property tax valuation of \$446,401,768 for next year, an increase of \$47,949,135 from the prior year's final taxable value of \$398,452,633 which is an increase of 12.03%. The increase is reflected at 100%

and has not been discounted to 97%. The Administration has included a 3.6000 millage rate in the proposed budget which is the same millage since FY 2015. Three schedules are attached for your reference. One is titled Millage Dynamics, another Ad Valorem Revenue FY 2019, and the third Property Taxes FY 2019. They demonstrate among other things, the impact the ad valorem tax has on homeowners using various millage rates. In addition to Form 420, we included Form 420MM-P (Maximum Millage Levy Calculation-Preliminary Disclosure). The 3.6000 rate will require a majority vote by Council and would generate \$1,607,046, but when discounted to 97% is \$1,558,835 as shown in the proposed budget released to Council on July 20, 2018. It must also be noted that the impact from the Council's decision to implement additional exemptions for seniors are included in these figures. The impact is minimal, but this does reflect in this year's exemptions. The millage rate set at tonight's meeting will be certified to the respective parties and will be used on the TRIM notices that will be mailed to taxpayers in August 2018 by the Clay County Property Appraiser's office notifying them of the proposed millage and the hearing dates. If Council sets a millage rate at the final budget hearing that is greater than the vote set at this meeting, then new TRIM notices will have to be mailed at the City's expense. Council may decrease the millage rate prior to the final hearing without having to send out notices. Council needs to set September 4 and September 18 as the tentative and final hearing dates to hear comments from the public on the proposed millage rates, operating budget and capital improvement plan and these are the dates that will be reported to the Property Appraiser and Department of Revenue. For Green Cove Springs, these dates fall on regular Council meeting dates. The City cannot hold its hearings the same dates as the School Board or the County. Their dates are set as July 31 and September 6 for the School Board and September 11 and September 25 for the County. In order to comply with advertising and other TRIM requirements, the City's first public hearing needs to be held on September 4 and the final hearing on September 18.

Council Member Timberlake and Mayor Butler both recommended the tentative rate be set higher with the opportunity to come back and address once all budget items have been reviewed.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE 3.6000 AS THE TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2018/2019, AND TO SET SEPTEMBER 4 AT 7:00 PM AS THE FIRST PUBLIC HEARING ON THE MILLAGE, BUDGET, AND CIP, AND SET SEPTEMBER 18 AT 7:00 PM AS THE SECOND AND FINAL PUBLIC HEARING ON THE MILLAGE, BUDGET, AND CIP. 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. NAYS – COUNCIL MEMBER ROY M. TIMBERLAKE, JR., CONSTANCE W. BUTLER, MAYOR

**2. 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.

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

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

Mayor Butler called Human Resource Director Mary Jane Lundy forward to give an update on the City Manager Candidates.

**Adjournment.**

There being no further business to come before the City Council, the meeting was adjourned at 7:42 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

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Constance W. Butler, Mayor

Attest:

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Kimberly Thomas, Interim City Clerk