

**MINUTES OF THE AUGUST 7, 2018 SPECIAL SESSION
GREEN COVE SPRINGS CITY COUNCIL**

Call to Order

A duly called Special Session of the Green Cove Springs City Council was called to order Tuesday, August 7, 2018, at 9:00 a.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 Royal 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 R. Kelley, Vice Mayor
Constance W. Butler, Mayor

STAFF MEMBERS PRESENT:

L. J. Arnold, III, City Attorney
Danielle J. Judd, City Manager
Mike Null, Asst. City Mgr. / Public Works Dir.
Derek Asdot, Acting Chief of Police
Marlena Guthrie, Finance Director
Mary Jane Lundy, Personnel Director
Kimberly Thomas, Interim City Clerk

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

Mayor Butler recognized Ron Riddle, Coach at Clay High School, who shared details and requested assistance from the City Council for the Clay High School Track Fund. He stated the fund is set up through a separate account Amateur Athletics Union (AAU).

1. Presentation by Outside Agency Funding Requests. *Danielle J. Judd, Marlena Guthrie*

a. Episcopal Children's Services – Teresa Matheny

Ms. Judd advised this funding request was factored into the current proposed budget. Teresa Matheny, Vice President of Family and Provider Services, Episcopal Children's Services (ECS), 8443 Baymeadows Road, Jacksonville reviewed the benefits of the funding request of \$1,000. She explained that the state matches these funds with \$16 for every \$1 the City contributes; therefore, the City's \$1,000 grant would bring in a little over \$16,000 to be spent for childcare in the community. She thanked the City Council for their support.

b. Green Cove Springs Baseball Softball Association. Rick Wolf, David Rollins

Ms. Judd advised this funding request was factored into the current proposed budget. Mr. Rollins requested continued support of \$5,000.00 and explained how the funds are used. He also thanked the City Council for their support.

c. Clay County Economic Development Corporation J.J. Harris, President

Mr. Harris requested the City Council approve an ongoing relationship for future development opportunities. His request was for \$10,000.00 annually. This funding would support marketing, recruitment, and outreach efforts.

City Council and staff discussed the funding request from Coach Riddle and the City Manager requested more information on how the account would be structured. She also requested a letter be sent on behalf of the request to the City Council.

2. Presentation by the Bailey Group – Insurance Overview. *Phil Haught, Mary Jane Lundy*

- a. Health Insurance**
- b. Life Insurance**
- c. Wellness Program**
- d. Health Insurance Subsidy**
- e. New Employee Assistance Program (EAP)**
- f. Supplemental Plans (Dental, Vision, Disability)**

Mr. Haught reviewed a handout distributed to the City Council:

- The initial Florida Blue renewal increase was 13.4%.
- The Bailey Group negotiated the renewal increase down to 4% without contingencies.
- Management agreed with the Bailey Group's recommendation to accept the negotiated 0% renewal with Florida Blue in light of this favorable rate adjustment.
- Vision Coverage: The Bailey Group was able to negotiate premiums down to 2% (guaranteed for 2 years).
- Basic Life and AD&D Coverage: The Bailey Group was able to negotiate this down to 15% (guaranteed for 1 year).
- Serious Disability: There are no changes to the rates or plan benefits.
- Management recommends the City absorb the total premium increase; but only for Wellness Program participants (52 employees).
- Flexible Spending Account: There are no changes to the administrative cost of this plan.
- Health Insurance Subsidy:
 - The Health Insurance Subsidy (HIS) amount for employees hired before 09/30/16 is \$1,600. There are currently 9 employees receiving

this HIS. The HIS for employees hired after 10/01/16 is \$800 and currently there are currently 5 employees receiving this amount. This is available to employees who elect not to participate in the City's group medical plan because they are covered by another group medical plan.

- Single Coverage Subsidy:
 - The current Single Coverage Subsidy amount is \$40. This subsidy is currently available to employees that enroll in the group medical plan and elect single coverage and can be used to offset a portion of the cost of their medical, dental, vision, or other voluntary coverages.
- Dental Coverage: There are no changes to the benefits. Monthly rates are guaranteed until 10/01/20.
- There was no change to the Flexible Spending Account program.
- Participation in the 2018 Biometric Screening under the Wellness Benefit Program will be required for an employee to earn a premium credit during the 2019 plan year. A monthly reimbursement to a fitness facility would also be available as an incentive to healthy behavior.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO ACCEPT THE INSURANCE OVERVIEW AS PRESENTED. 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 PAMELA J. LEWIS, B. VAN ROYAL, ROY M. TIMBERLAKE, JR, STEVEN R. KELLEY AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

Under further discussion, the City Council reviewed the various options of health care plans, premium increases, employee contributions, and subsidy amounts to employees. Council Member Timberlake discussed cost of medications and how they affect insurance rates. Ms. Lundy elaborated on the Wellness Clinic and the benefits from attending it each year. Gym memberships being paid by the City and a way to track usage was also discussed. Mr. Haught also explained due to 4% increase that there was now an additional amount of \$31,000.00 in the budget. Ms. Judd requested the \$31,000.00 be set aside and talked about during the Wages & Benefits portion of the budget meetings.

3. City Council review of the Enterprise Funds Operating Budget and Capital Improvement Program (CIP). *Marlena Guthrie, Danielle J. Judd*

Mitra Goswami, Code Enforcement Officer presented to the Council a Door Knocker/Courtesy Letter for residents of Magnolia Point notifying them of the new rate structures and explaining water conservation and possible fines. Council Member Royal stated a concern about becoming "Water Police". City Manager instructed Ms. Goswami to look into Clay County Utility Authority's notification policy. Mr. Timberlake suggested the comments pertaining to "private wells" be placed on the

front page of the notice. Discussion followed on water conservation and educating the community. City Manager stated a meeting may need to take place between the City and Magnolia Point Home Owners Association.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO MOVE FORWARD WITH THE DOORKNOCKER. 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 PAMELA J. LEWIS, B. VAN ROYAL, ROY M. TIMBERLAKE, JR, STEVEN R. KELLEY AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

Scott Schultz, Assistant Water Director presented 2 Proposals for Irrigation Rate Changes (to promote conservation). Staff recommended Proposal #2 and discussion followed. Vice-Mayor Kelley suggested using a bell curve to show large consumption users the difference between their usage and others. Council Member Royal requested an informative notice be placed in the utility bills at least annually to show overall consumption. City Manager requested staff to confirm break per bucket (15,000 higher or lower). City Manager stated staff would come back to Council to discuss irrigation further.

- a. **Water Utility Fund**
- b. **Wastewater Utility Fund**
- c. **Reclaimed Water Utility Fund**

City Manager gave a brief overview using a PowerPoint presentation for Enterprise Funds Water, Wastewater and Reclaimed Water. Discussion followed on the 3 proposals within the PowerPoint: Proposed 3% increase in FY 2019 to support operations, New rate structure for irrigation, and Code Enforcement actions to enforce water conservation.

Mike Null, Asst. City Manager went over line item funds for Water, Wastewater, and Reclaimed Water. Discussion followed.

Jason Shepler, Mittauer & Associates gave a presentation on Wastewater System Improvements FY 2018. Mr. Schultz went over details and discussion followed.

- d. **Solid Waste**

City Manager continued with an overview PowerPoint presentation for Enterprise Fund Solid Waste. Mike Worley, Field Supervisor joined the discussion that followed. Mr. Null stated the Solid Waste Rate would increase from \$18 to \$19 per month.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO ACCEPT THE \$1 INCREASE FOR SOLID WASTE RATE. 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 PAMELA J. LEWIS, B. VAN ROYAL, ROY M. TIMBERLAKE, JR, STEVEN R. KELLEY AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

4. City Manager and City Attorney Reports and/or Correspondence.

There were none.

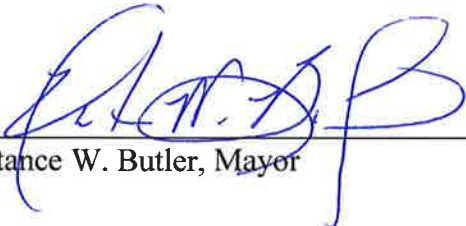
5. City Council Reports and/or Correspondence.

There were none.

Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 3:21 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

Attest:



Kimberley Thomas, Interim City Clerk