

**MINUTES OF THE AUGUST 9, 2018 SPECIAL SESSION  
GREEN COVE SPRINGS CITY COUNCIL**

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**Call to Order**

A duly called Special Session of the Green Cove Springs City Council was called to order Thursday, August 9, 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  
Kimberly Thomas, Interim City Clerk

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

NONE

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

**a. Electric Utility Fund**

Dick Miller, Dave Miller, Gary Shortridge – Hooper Electric were present.

Ms. Judd gave an overview of past operations of the electric department and directed discussion towards \$10M Loan for Capital Program (System Infrastructure Improvements, etc.). Mr. Null gave an overview and presented maps of the City's utility service area. Hooper gave a handout for Electric Distribution Services and reviewed a PowerPoint presentation. Discussion followed.

Council Member Royal and Council Member Timberlake commented on the importance of getting information to citizens and educating them on the changes the City is making. Tiffanie Reynolds, Communication Coordinator was instructed to work on getting a flyer that presented accomplishments and future goals into the utility bills, on the City's website and Facebook, and attend neighborhood meetings. Council Member Timberlake strongly suggested putting information on Next Door.

Proposed System Priorities for 2019:

- Magnolia Point 3<sup>rd</sup> Feed
- Pole Inspections
- Pole Replacements
- CR 209 Rebuild
- Roberts Rebuild
- Forbes Rebuild & Conversion
- Oak Street CSX Railroad
- Pine & Cypress Rebuild
- Fuse Coordination
- *Lightning Arrestor Upgrade*

Ms. Judd expressed her appreciation to the Hooper Electric Team and advised the Council that Hooper Electric had addressed every aspect of electric needs including organizing the compound, training and hiring more employees, rates, etc.

**b. Stormwater Utility Fund**

Ms. Judd, Mr. Null and Mr. Thomas presented a PowerPoint and gave an overview of the Stormwater Utility Fund. Discussion followed.

**S.A.1. City Council approval of Lien Reduction Request from \$37,299 to \$4,700 for the property located at 501 Kirk Street, Green Cove Springs (Case Number 200700432). *Mitra Goswami***

Ms. Goswami presented the Council with a request to reduce the lien for the property located at 501 Kirk Street, recently purchased by Mr. Jose Lacson. Ms. Goswami explained that this property was sold under tax deed sale in May 2018, and that there were three liens on the property. From the tax deed sale, there was surplus money. The City received a check from the Clerk of Courts in the amount of \$5,313.55. The check was applied to pay two of the liens (\$209.07 and 404.31) in full for the total amount of \$613.38. Ms. Goswami explained that this case had one lien in the amount of \$37,299.00. The lien amount included accumulated daily fine in the amount of \$35,350.00 and administrative fine in the amount of \$1,949.00. This lien was paid partially as the funds received from the Clerk of Courts were not enough to pay it in full. A payment of \$4,700.17 from the surplus was applied to this lien. Mr. Lacson stated he was planning on developing this property in the near future. Ms. Goswami stated the reason for the approval request was that the City did not have to spend any funds to repair any items

on this property. The outstanding lien included Administrative Fine and Daily accrued fines. Discussion followed.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO WAIVE THE LIEN BASED ON THE AMOUNT PAID CONTINGENT OF RETURNING IN 45 DAYS WITH PLAN AND IMPLEMENTING PLAN WITH 30 DAYS AFTER THAT WITH TOTAL OF 120 DAYS TO COMPLETE. THE 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.

**c. Customer Service Fund**

Ms. Judd gave an overview of the Customer Service Fund and Ms. Guthrie explained by budget line item for the Customer Service Department. Discussion followed.

**d. Special Revenue Funds**

**1) Building**

Ms. Judd gave an overview of the Budget Fund and explained by budget line item. Discussion followed.

**2) Law Enforcement Trust**

Ms. Judd gave an overview of the Law Enforcement Trust Fund. Chief Asdot shared plans for additional training in the next year.

**2. City Manager and City Attorney Reports and/or Correspondence.**

There were none.

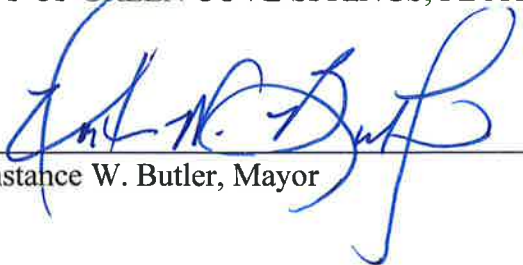
**3. City Council Reports and/or Correspondence.**

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



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Constance W. Butler, Mayor

Attest:



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Kimberley Thomas, Interim City Clerk