

**MINUTES OF THE SEPTEMBER 18, 2018 SPECIAL 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, September 18, 2018, at 5:30 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 Vice-Mayor Steven Kelley, City of Green Cove Springs, 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  
Danielle J. Judd, City Manager  
Mike Null, Asst. City Mgr. / Public Works Dir.  
Derek Asdot, Chief of Police  
Kimberly Thomas, Interim City Clerk  
Marlena Guthrie, Finance Director  
Mary Jane Lundy, Personnel Director  
Tiffanie Reynolds, Comm. Coordinator  
Steve Thomas, Asst. Public Works Director

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

None

**COUNCIL BUSINESS**

1. Presentation of Stormwater Utility User Fee rate structure analysis by CHW and City Council discussion of a user fee implementation.

Robert Walpole of CHW presented a Powerpoint to explain exemptions, credits and user fees, and made the following recommendations:

- a. Generate Bill and Provide Informational Insert
- b. GIS Analysis Parcel by Parcel

c. Establish Fee \$167 yearly

Discussion followed with Council.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO SEND INFORMATION ON USER FEES BY CLASS TO COMMERCIAL CATEGORIES AND PROVIDE INFORMATION ON POSSIBLE CREDITS WITH AN ESTIMATE AND TIME FRAME, AND NOTICE TO RESIDENTIAL CUSTOMERS OF THE ESTIMATED INCREASE AND APPROXIMATE TIME FRAME. 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 STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL. NAYS – COUNCIL MEMBER ROY M. TIMBERLAKE, JR., CONSTANCE W. BUTLER, MAYOR


Discussion continued on Task Order.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO BRING SOMEONE IN TO COMPLETE THE GIS ANALYSIS. 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 STEVEN R. KELLEY, PAMELA J. LEWIS, B. VAN ROYAL. NAYS – COUNCIL MEMBER ROY M. TIMBERLAKE, JR., CONSTANCE W. BUTLER, MAYOR

**Adjournment.**

There being no further business to come before the City Council, the meeting was adjourned at 6:20 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