

**MINUTES OF THE OCTOBER 16, 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, October 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 Pastor Pope, 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  
Steve Kennedy, City Manager  
Mike Null, Asst. City Mgr. / Public Works Dir.  
Kimberly Thomas, Interim City Clerk

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

Wanda Duncan of 610 St. Johns Avenue, GCS thanked Council for support of Food Truck Friday's relocation to Spring Park. She also wanted to suggest Council support sending 4<sup>th</sup> grade students to visit the Augusta Savage Exhibit at the Cummer Museum. Council happily informed her they had already done so.

Marla Newman of Raelyn Homes 2233 Southbrook Drive, Fleming Island requested Council consider changing setbacks of corner lots, so they can build on them. Mr. Arnold stated he would look into it and that it would require a policy decision by Council.

Christina Bonner 814 Cove Street, GCS questioned the Council about the cost of utility bills. Mr. Kennedy suggested she make an appointment with him and they would discuss her concerns.

Pam Gaw 1 Elmore Street, GCS thanked the Council again for their support for Food Truck Friday's relocation to Spring Park. Ray Tomlin 2884 Oakland Drive, GCS and Maureen Myall of 3130 Creighton Landing Road, Fleming Island followed with appreciation to police support and use of boat docking as well.

Boyce Royal of 3723 Constancia Drive, GCS requested Council loosen food truck regulations for the City in general. He suggested allowing food trucks to set up around town on a scheduled basis.

## **PUBLIC HEARINGS**

- 1. Public Hearing for the Second and Final Reading of Ordinance No. O-06-2018, an Ordinance of the City of Green Cove Springs, Florida Amending the Future Land Use Map Classification of ±1.64 Acres of Property Located at 915 Bay Street, Identified as Tax Id # 017204-000-00, More Particularly Described in Attachment "A" From Residential Low Density (0-4 units per acre) to Residential Medium Density (>4-8 units per acre); Repealing All Ordinances in Conflict; Providing Severability; and Providing an Effective Date.**

Craig Brashier of CHW gave an overview and PowerPoint presentation.

Mayor Butler opened the Public Hearing.

Gerald Cascelli of 520 Palmer Street, GCS stated his concern that members of the neighborhood were unhappy with the development and that their concerns were not being addressed. Council assured him that all concerns were considered and that measures were taken to address all concerns.

There being no further discussion the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE ORDINANCE NO. O-06-2018. 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.

- 2. Public Hearing for the Second and Final Reading of Ordinance No. O-07-2018, an Ordinance of the City of Green Cove Springs, Florida Rezoning ±1.64 Acres of Property Located at 915 Bay Street, Identified as Tax Id # 017204-000-00, More Particularly Described in Attachment "A" From R-1 To PUD, Planned Unit Development, and Attachment "B", Site Plan; Repealing All Ordinances in Conflict; Providing Severability; and Providing an Effective Date.**

Craig Brashier of CHW continued with same PowerPoint for overview and presentation.

Mayor Butler opened the Public Hearing.

Gerald Cascelli of 520 Palmer Street, GCS suggested using some of the old structure in part of the new homes being built. He was informed that that was indeed a plan already in place.

There being no further discussion the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE ORDINANCE NO. O-07-2018. THE MOTION WAS SECONDED BY COUNCIL MEMBER ROAYL. 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.

Mayor Butler recognized Felecia Hampshire, former Council member who thanked the Council for support of Soul Food Festival.

#### **CONSENT AGENDA**

- 1. City Council approval of minutes for Council Budget Meeting held on August 9, 2018.**
- 2. City Council approval to surplus electric transformers, oil and capacitors at a net to the City in the amount of \$9,685.00 from Emerald Transformers through FMPA Bid # 2016105.**
- 3. City Council approval to write off bad debts at September 30, 2018 in the amount of \$21,878.05 for a 12-month period ending September 30, 2017 for electric, water, wastewater, solid waste and storm water.**
- 4. City Council approval of Pay Request #1 / Mittauer Invoice # 18423 in the amount of \$2,500.00 for the costs for breaking the Consolidated AWWTP project into additional phases.**
- 5. City Council approval for a purchase order not to exceed the amount of \$23,130.00 to Robert James Custom Metal, LLC, for the replacement of the railing around the Gazebo in Spring Park.**
- 6. City Council approval to utilize Equitable Sharing Funds (Federal Forfeiture Funds) to paint and stripe 6 patrol vehicles totaling \$14,220.**
- 7. City Council approval of funding for electric inventory replacement materials to Anixter in the amount of \$19,463.45**
- 8. City Council approval to accept the Primary voltage infrastructure at the Black Creek Village Development.**
- 9. City Council approval of funds for annual membership dues to the Florida Municipal Electric Association (FMEA) in the amount of \$15,393.00**
- 10. City Council approval of funding for electric transformer inventory replacement to WEG Transformers in the amount of \$20,614.00 per FMPA Specification PMT31.**

11. **City Council approval of expenditures in the amount of \$19,500.50 for the purchase of Electric Wire / Cable for inventory from American Wire Group (AWG) per FMPA ITB 2015006.**
12. **Council approval of payment to CHW in the amount of \$11,195 for Professional Land Planning Services during the month of September 2018.**

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE CONSENT AGENDA. 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.

### **COUNCIL BUSINESS**

1. **First Reading of Ordinance No. O-11-2018, an Ordinance modifying Water Rates Fiscal Year (FY) 2019. *L. J. Arnold, III, Mike Null***

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, MODIFYING WATER RATES BY AMENDING CITY CODE CHAPTER 78 UTILITIES, ARTICLE III - WATER SERVICE, DIVISION 3 - RATES AND CHARGES, SECTION 78- 197 ENTITLED “WATER USAGE AND MONTHLY MINIMUM CHARGES”; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND SETTING AN EFFECTIVE DATE.

Gerald Cascelli of 520 Palmer Street, GCS questioned the quality of the water and how it was tested. Mr. Schultz gave explanation. Discussion followed.

Felecia Hampshire, former Council Member stated she had been in her home since 1982 and had no issues with hard water or stains.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE ORDINANCE NO. O-11-2018. 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.

2. **First Reading of Ordinance No. O-12-2018, an Ordinance modifying Wastewater Rates – Fiscal Year (FY) 2019. *L. J. Arnold, III, Mike Null***

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, MODIFYING WASTEWATER RATES BY AMENDING CITY CODE CHAPTER 78 - UTILITIES, ARTICLE IV - SEWERS AND SEWAGE DISPOSAL, DIVISION 3 - RATES AND CHARGES, SECTION 78-297 ENTITLED

“WASTEWATER RATES”; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND SETTING AN EFFECTIVE DATE.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE ORDINANCE NO. O-12-2018. 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.

3. First Reading of Ordinance No. O-13-2018, closing and vacating a portion of Green Street, north of Gum Street. *L. J. Arnold, III, Mike Null*

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA CLOSING AND VACATING A PORTION OF GREEN STREET FROM THE NORTHWESTERLY RIGHT-OF WAY LINE OF GUM STREET TO BLOCK 28, SHANDS PLAT OF GREEN COVE SPRINGS AS SHOWN ON PLAT BOOK 2, PAGE 1 OF THE CLAY COUNTY PUBLIC RECORDS; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

A MOTION WAS MADE BY VICE-MAYOR KELLEY TO APPROVE ORDINANCE NO. O-13-2018. 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.

4. City Council discussion and direction for Staff to utilize Pool Pavilion for Yoga Class. *Glee Glisson*

Ms. Glisson proposed paying the instructor but allow her to charge per person per class. Discussion followed. Vice Mayor Kelley stated the need to prioritize all programs utilizing City facilities be presented as programs of the City, reevaluate each season, meet vision of the City for park, and block off dates and times so as not to interfere with other reservations of facilities. Mr. Kennedy added City providing services for citizens.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE ORDINANCE NO. O-13-2018. 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.

**5. City Council approval of Proposal to Move Food Truck Friday to Spring Park and allow alcohol during said events only. *Steve Kennedy***

Mr. Kennedy gave report of Food Truck Friday relocation and suggested making it permanent. He also suggested covering all issues in this meeting rather than staff presenting a new agenda every month, unless for a significant change.

Discussion followed about citizens assumption that alcohol was now allowed in general in Spring Park. Lt. Guzman reported no real concerns from trial run other than future parking as event grows. Mr. Kennedy stated he and staff would meet with Mr. Gaw prior to first event date in 2019 to go over logistics.

Pat Garlinghouse 103 S. Magnolia Avenue, GCS thanked the Council for all activities happening in the park. She also requested Council look into having railings on small bridge in park repainted. Staff was asked to look into cost for restoration of bridge.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RELOCATION OF FOOD TRUCK FRIDAY TO SPRING PARK WITH EXCEPTIONS ALREADY AGREED THROUGH 2019 DATES AND INCLUDING NOVEMBER 2018. 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.

Felecia Hampshire, former Council Member requested Council approve closing the Thomas Hogan Gym during festivals and City events so staff could attend.

**6. City Council approval to extend the contract with CHW for up to approximately 4 months, ending February 28, 2019. *Steve Kennedy***

Mr. Kennedy presented extending CHW contract for up to approximately 4 months ending February 28, 2019, looking at job descriptions and start process to hire vacant positions in Development Services Department.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE STAFF TO COME BACK WITH JOB DESCRIPTIONS, START HIRING PROCESS, AND CHW STAY ON AS CONSULTANT AS STATED. 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.



**7. 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.

**8. 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 9:40 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