

**MINUTES OF THE NOVEMBER 13, 2018 REGULAR SESSION
GREEN COVE SPRINGS CITY COUNCIL**

Call to Order

The regular session of the Green Cove Springs City Council was called to order Tuesday, November 13, 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.**

None

AWARDS AND RECOGNITIONS

Promotion of Detective Barbara Luedtke to Sergeant

PUBLIC HEARINGS

1. Public Hearing and Second and Final 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.

The Public Hearing was opened. There being no further discussion the Public Hearing was closed.

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. Public Hearing and Second and Final 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.

The Public Hearing was opened. There being no further discussion the Public Hearing was closed.

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

3. Public Hearing for the Second and Final Reading of Ordinance 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.

The Public Hearing was opened. There being no further discussion the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE 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. Public Hearing and approval of Resolution No. R-32-2018, a Resolution amending the General Fund, Disaster Fund, Electric Fund, Water Fund, Wastewater Fund and Reclaimed Water Fund operating budgets for Fiscal Year 2018. *Marlena Guthrie*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA AMENDING THE FISCAL YEAR 2017-2018 OPERATING BUDGETS, RECOGNIZING UNANTICIPATED REVENUES AND EXPENSES IN THE GENERAL FUND, DISASTER FUND, ELECTRIC FUND, WATER FUND, WASTEWATER FUND AND RECLAIMED WATER FUND AND PROVIDING AN EFFECTIVE DATE IN ACCORDANCE WITH EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF.

The Public Hearing was opened. There being no further discussion the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RESOLUTION NO. R-32-2018. 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.

5. Public Hearing and approval of Resolution No. R-33-2018, a Resolution amending the Special Revenue Building Department Fund operating budget for Fiscal Year 2018. *Marlena Guthrie*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA AMENDING THE FISCAL YEAR 2017-2018 SPECIAL REVENUE BUILDING DEPARTMENT FUND OPERATING BUDGET, RECOGNIZING UNANTICIPATED REVENUES AND EXPENSES IN THE SPECIAL REVENUE BUILDING DEPARTMENT FUND AND PROVIDING AN EFFECTIVE DATE IN ACCORDANCE WITH EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF.

The Public Hearing was opened. There being no further discussion the Public Hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RESOLUTION NO. R-33-2018. 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.

CONSENT AGENDA

1. **City Council approval of minutes for 8/14/18 Council Budget Meeting, 8/21/18 Council Budget Meeting, 8/21/18 Council Meeting, and 9/04/18 Council Meeting.**
2. **City Council approval to declare items listed on Exhibit “A” as surplus and to dispose of accordingly.**
3. **City Council approval of a purchase order to Teal Tile Carpet One in the sum not exceed \$23,979.50 to Replace the carpet in City Hall.**
4. **City Council approval to purchase a vacuum operated utility service body (VacCon) from Southern Sewer Equipment Sales in the amount of \$266,111.62 per Florida Sheriffs Association Contract # FSA18VEH16.0, Specification # 53, to be mounted on a Freightliner truck chassis purchased from Lou Bachrodt Freightliner per Florida Sheriffs Association Contract # FSA18-VEH16.0, Specification # 15 in the amount of \$93,850.00 for a total purchase amount of \$359,961.62.**
5. **City Council approval of a Task Authorization to Mittauer & Associates in the amount of \$15,000.00 for permit renewals for the Harbor Road WWTF, South WWTF and TMDL Aggregate permits**
6. **City Council approval of a Task Authorization to Mittauer & Associates in the amount of \$71,000.00 for design & bidding of the SR 16 / SR 15 (US 17) Force Main Modification**
7. **Ratification of Payments #1 in the amount of \$116,946.64 and #2 in the amount of \$120,463.80 to Hooper Corporation for the Pole Replacement Project which has a total cost of \$485,777.00.**
8. **City Council acceptance of the Monthly Legal Report for Spring Park Project October 2018. Total Legal Services are \$82,113.14.**
9. **City Council acceptance of the Monthly Legal Report for Annexation October 2018. Total Legal Services are \$24,170.50.**
10. **City Council approval of the Unaudited FY 2018 Revenues and Expenditures Report and the Quarterly Investment Report for the period ending September 30, 2018.**
11. **City Council approval to declare described streetlights as the City Standard.**
12. **City Council approval of Resolution No. R342018, to accept the Water, Sewer, Reclaimed Water and Electric Utilities at the Black Creek Village Development.**

- 13. City Council approval of Invoice #1 / Final Payment to Jax Utilities Management for piping installation to eliminate the Lift Station at Ray's Solar in the amount of \$33,891.05**
- 14. City Council approval of a Task Order to Power Services in the not to exceed amount of \$70,000 to design Electrical Hardening at the Governors Creek Bridge**
- 15. City Council Approval of a Task Order to Power Services in the not to exceed amount of \$60,500 to design electric relocations on CR15A that conflict with the new First Coast Expressway.**

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE CONSENT AGENDA ITEMS 1 THROUGH 15 EXCLUDING ITEMS NO. 10, 11, 14 AND 15. 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.

Consent Agenda No 10: Council Member Royal inquired if expecting anything new in new year. Discussion followed.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE CONSENT AGENDA ITEMS 10. 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.

Consent Agenda No 11: Council Member Royal confirmed that “standard” meant they would look like what the City was already using.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE CONSENT AGENDA ITEMS 11. 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.

Consent Agenda No 14: Council Member Lewis inquired about needed additional right-of-way. Mr. Null stated he would request extra easement from O'Reiley Auto Parts.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE CONSENT AGENDA ITEMS 14. 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.

Consent Agenda No 15: Council Member Royal inquired about getting better access. Discussion followed.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE CONSENT AGENDA ITEMS 15. 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.

COUNCIL BUSINESS

1. City Council approval of Resolution R312018 approving and adopting the Clay County Comprehensive Emergency Management Plan (CEMP) *John Ward, Director*

Mr. Ward stated he received the City's Disaster Plan. He recommended City adopt Resolution No. R-31-2018 and Disaster Plan. Discussion followed.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, ACCEPTING THE 2018 CLAY COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RESOLUTION NO. R-31-2018 AND DISASTER PLAN. 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.

2. FMPA November Report – *Bob Page*

Mr. Page gave an overview of the November Report. Discussion followed.

3. 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.

1. Mr. Kennedy requested an emergency approval to authorize staff to resubmit the LLI Grant and approval of Resolution No. R-35-2018. Mr. Null stated staff would bring the item back for approval on December 4, 2018 Agenda.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AUTHORIZING STAFF TO APPLY FOR A LEGISLATIVE LINE ITEM (LLI) SPECIAL APPROPRIATIONS GRANT FOR THE SPRING PARK PUBLIC ACCESS PIER IN THE AMOUNT OF \$600,000.00

AN EMERGENCY MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE RESOLUTION NO. R-35-2018 AND AUTHORIZE STAFF TO RESUBMIT THE GRANT APPLICATION. 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.

2. Mr. Kennedy addressed the number of power interruption within the City. He requested an emergency approval to modify the approach that has been in place for the electric service. He proposed changing from the current “Fuse Saved System” to “Fuse Sacrificed System” as a Pilot Program. He stated there should be an immediate improvement with less people effected and direct knowledge of actual area impacted so a permanent repair can be made. Circuit No. 2 would be the Pilot Area. Citizens in that area would be given notice and an explanation of the program.

AN EMERGENCY MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE SUPPORTING CITY MANAGERS RECOMMENDATION FOR A TRAIL PERIOD OF AN UNDETERMINED TIME, INCLUDING MONTHLY REPORTS. 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. Mr. Kennedy presented a plan for Restructure of the Development Services Department.
 - a. Economic & Community Development Director
 - b. Planning & Zoning Director

c. Building Services Director

Discussion followed. Mr. Kennedy was asked to return on the December 4th with job descriptions for review and direction.

4. Mr. Arnold stated he needed to make some changes to the language of the Shared Parking Plan Agreement between City, Vallencourt and Clay Theater.
5. Council decided to hold on sale of old Fire Station due to discussion from staff of storage issues, which the station is currently used for.

4. City Council Reports and/or Correspondence.

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

Council Member Timberlake requested a workshop be scheduled in January to discuss Ad Valorem Taxes vs. Utility Rate Adjustments. Staff was directed to come back with available dates at the December 4th Council meeting.

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



Constance W. Butler, Mayor

Attest:



Kimberly Thomas, Interim City Clerk