

**MINUTES OF THE DECEMBER 04, 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, December 04, 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 Brown, 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.**

Henriette Francis 2439 Bonney Lakes Drive, GCS presented the plans for the upcoming Black History Month and Augusta Savage Festival.

AWARDS & RECOGNITION

Mayor Butler and Council recognized Lawris Lealie as
Employee of the Quarter for the Fourth Quarter

CONSENT AGENDA

- 1. City Council approval for the Mayor to execute the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) Construction Loan Agreement WW100402 / Grant Agreement SG100403 for Phase I Construction of the Consolidated Advanced Wastewater Treatment Plant (AWWTP) and associated Lift Station Improvements in the amount of**

- \$6,120,600.00 with a principal forgiveness (grant) amount of \$4,063,425.00 providing for an actual repayment amount of \$2,057,175.00.**
- 2. City Council approval of submittal of a Legislative Line item (LLI) special Appropriations Grant Contract for the spring park public access pier on the St. Johns River in the amount of \$600,000.00.**
 - 3. City Council approval of contract with Wolf Construction for demolition of structure for property located at 1102 Martin Luther King Jr Blvd.**
 - 4. City Council acceptance of the Monthly Legal Report for Spring Park Project November 2018. Total Legal Services are \$87,334.44.**
 - 5. City Council acceptance of the Monthly Legal Report for Annexation November 2018. Total Legal Services are \$24,170.50.**

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE THE CONSENT AGENDA ITEMS 1 THROUGH 5 EXCLUDING ITEM NO. 2. 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.

Consent Agenda No 2: Council Member Timberlake suggested the Communications Coordinator include upcoming major projects and updates on the City Website to help better inform citizens.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO APPROVE CONSENT AGENDA ITEM NO. 2. 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.

COUNCIL BUSINESS

1. Mural Program Application Cove in Bloom by Sophie Dentiste

Council Member Royal introduced Sophie Dentiste and gave an overview of the mural project. Ms. Dentiste explained she would be creating a Go Fun Me account to allow people to donate towards the cost of the project and that there would be no cost to the City. She stated the design would be “Local Floral and Wildlife.”

Council Member Royal recused himself from voting.

A MOTION WAS MADE BY VICE MAYOR KELLEY TO APPROVE THE MURAL PROGRAM COVE IN BLOOM. 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, ROY M. TIMBERLAKE, JR., STEVEN R. KELLEY, AND CONSTANCE W. BUTLER, MAYOR. NAYS – NONE.

2. FMPA Report December 2018 **Bob Page**

Mr. Page gave an overview of the December FMPA Report. Discussion followed.

3. Charter Review Committee Report 2018 **Bob Page, L. J. Arnold, III**

Mr. Page presented a PowerPoint of the items listed for the upcoming Election Ballots and requested Council approve and disband committee.

A MOTION WAS MADE BY COUNCIL MEMBER ROYAL TO APPROVE THE REPORT AND DISBAND COMMITTEE. 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.

4. Council Discussion and Direction for Filling Vacant City Clerk Position **Mary Jane Lundy**

Ms. Lundy requested direction and presented the job description for the City Clerk position. After Council discussion, Ms. Lundy was directed to post internally for 5 days prior to posting externally.

A MOTION WAS MADE BY COUNCIL MEMBER TIMBERLAKE TO DIRECT STAFF TO ADVERTISE THE CITY CLERK POSITION FOR 5 DAYS INTERNALLY AND THEN EXTERNALLY AS REQUIRED, AND TO PROCEED WITH THE HIRING PROCESS. 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.

5. Changes to Job Description and Pay Grade Placement for Building Official and Development Services Director **Steve Kennedy**

As requested by Council, Mr. Kennedy presented two revised job descriptions and pay grades for the restructure of the Development Services Department. Building Official to Chief Building Official and Development Services Director to Planning & Zoning Director. He stated would be doing additional research on the Economic & Community Development Director position. He also confirmed the transition of CHW once the positions are filled. He requested the revisions be approved and staff be allowed to proceed with advertising for the revised positions.

A MOTION WAS MADE BY COUNCIL MEMBER LEWIS TO APPROVE THE REVISED JOB DESCRIPTIONS AND PAY GRADES FOR CHIEF BUILDING OFFICIAL AND PLANNING & ZONING DIRECTOR, AND FOR STAFF TO PROCEED WITH RECRUITMENT PROCESS. 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.

6. 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.

Mr. Kennedy requested Parks & Recreation Director Glee Glisson update the Council on the activity that occurred over the previous weekend at the Thomas Hogan Gym. Discussion followed with Council suggesting cameras and additional safety measures be put in place.

7. City Council Reports and/or Correspondence.

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

Joe Sobotta 212 North Street, GCS complimented the City, staff and all involved for the Christmas Night Parade, and the Highway 17 route. Staff recognized the GCS Business League for all their hard work in organizing the parade for the City. He also stated how much he enjoyed seeing people use the benches and swings in Spring Park.

Adjournment.

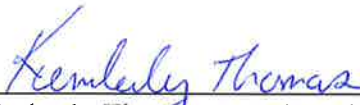
There being no further business to come before the City Council, the meeting was adjourned at 8:35 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

Attest:



Kimberly Thomas, Interim City Clerk