

# CITY OF GREEN COVE SPRINGS CITY COUNCIL REGULAR SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, SEPTEMBER 03, 2024 – 7:00 PM



---

*The city council prohibits the use of cell phones and other electronic devices which emit an audible sound during all meetings with the exception of law enforcement, fire and rescue or health care providers on call. Persons in violation may be requested to leave the meeting.*

*Anyone wishing to address the City Council is requested to complete a card at the City Clerk's desk. Speakers are respectfully requested to abide by the following procedures:*

- |   |   |
|---|---|
| <i>*Limit your comments to three (3) minutes</i>              | <i>*No debating and rebuttals</i>               |
| <i>*Speak directly to the Mayor not staff or the audience</i> | <i>*Time cannot be allocated to others</i>      |
| <i>*No raising your hand and speaking from the audience</i>   | <i>*Only speak one (1) time per agenda item</i> |
- 

## AGENDA

---

Invocation & Pledge of Allegiance to the Flag - **Pastor Brown, Harbor Road Ministries**

Roll Call

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

### AWARDS & RECOGNITION

1. Proclamation: Lineman Appreciation Day

### PRESENTATIONS

2. FMPA - September 2024 **Bob Page**

### PUBLIC HEARINGS

3. Second and final reading of Ordinance O-17-2024 requesting a modification to the Rookery Planned Unit Development (PUD) regarding the percentages, types and design criteria of proposed housing units. **Michael Daniels**
4. Second and final reading of Ordinance O-16-2024 - Request for rezoning of 24.22 acres of property located in the 4000 block of South US 17:  
From: MUH, Mixed Use Highway To: C-2, General Commercial **Michael Daniels**
5. Second and final Reading of Ordinance O-19-2024, requesting for closure of transportation connection between Grove Street and St Johns Avenue. **Michael Daniels**
6. Public Hearing and approval of Final Assessment Resolution No. R-17-2024, a Resolution relating to reimposition of Solid Waste Service Assessments in the Magnolia West Assessment Area, Approving the Solid Waste Roll; and Confirming the Initial Assessment Resolution. **L.J. Arnold, III**

- 
7. Public Hearing and approval of Final Assessment Resolution R-18-2024. A Resolution relating to the reimposition of Stormwater Management Service Assessments against real property within the City of Green Cove Springs; Approving the Stormwater Assessment Roll; and Confirming the Initial Assessment Resolution. ***L.J. Arnold III***
  8. First Public Hearing and approval of Resolution No. R-19-2024 adopting the Tentative Millage Rate for Fiscal Year 2024/2025 and set September 17, 2024, at 7:00 p.m. as the final hearing date. ***Sue Wang***
  9. First Public Hearing on the Fiscal Year 2024/2025 Annual Operating Budget and approval of Resolution No. R-20-2024 adopting the Tentative Annual Operating Budget for Fiscal Year 2024/2025 and set September 17, 2024, at 7:00 p.m. as the final hearing date. ***Sue Wang***
  10. First Public Hearing on the Five-Year Capital Improvement Plan for Fiscal Year 2025/2029 and approval of Resolution No. R-21-2024 adopting the Tentative Capital Improvement Plan for Fiscal Year 2025/2029. ***Sue Wang***
  11. First Public Hearing and approval of Ordinance O-20-2024 authorizing electric rate changes for Fiscal Year 2025. ***Mike Null***
  12. First Public Hearing and approval of Ordinance O-21-2024 authorizing water rate changes for Fiscal Year 2025. ***Mike Null***
  13. First Public Hearing and approval of Ordinance O-22-2024 authorizing wastewater rate changes for Fiscal Year 2025. ***Mike Null***
  14. First Public Hearing and approval of City Ordinance No. O-23-2024 which increases the City stormwater utility base charge from \$6.00 to \$7.00 per parcel per month for fiscal year 2025. ***Mike Null***
  15. First Public Hearing and approval of Ordinance O-24-2024 authorizing reclaimed water (irrigation) rate changes for Fiscal Year 2025. ***Mike Null***
  16. First Public Hearing and approval of Ordinance O-25-2024 which amends the residential solid waste monthly rates for City provided services from \$19.95 to \$21.95 monthly and for governmental, industrial commercial and the like noncontainerized services from \$27.04 to \$29.75 effective October 1, 2024. ***Mike Null***
  17. CDBG-NR Public Hearing to modify the grant scope to remove the playground improvements. ***Mike Null***

### CONSENT AGENDA

All matters under the consent agenda are considered to be routine by the city council and will be enacted by one motion in the form listed below. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Backup documentation and staff recommendations have been previously submitted to the city council on these items.

- 
18. City Council approval of CAC Revised By-Laws. **Kimberly Thomas**
  19. City Council approval of Resolution No. R-14-2024 which changes City Council meeting times beginning October 1, 2024. **L.J. Arnold III**
  20. City Council ratification of funding in the amount of \$35,750.00 to Emerald Transformer for purchase of single-phase electric transformers. **Scott Schultz**
  21. City Council approval for warehouse staff to purchase certain electric, water and wastewater materials which have long lead times and short availability timelines with executive staff approval and subsequent Council ratification. **Scott Schultz**
  22. City Council approval for blanket purchase order funding (annual PO) for Fiscal Year 2025 to Gate Petroleum (city vehicle / equipment fuel) in the amount of \$200,000.00, Advanced Environmental Laboratories (water / wastewater lab services) in the amount of \$56,550.00 and Hawkins Inc. (water wastewater chemicals) in the amount of \$214,500.00. **Scott Schultz**
  23. City Council approval for design services for stormwater upgrades on Walnut Street, North Highland and Vermont Street to Mittauer and Associates, Inc. in the amount of \$35,000.00. **Greg Bauer**
  24. City Council Approve Pay Application #5 for the West Street CDBG Stormwater Improvements and Highland Sidewalk Improvements to Besch and Smith in the amount of \$967,600.38. **Greg Bauer**
  25. City Council Approve Pay Application #5- Walnut Street Improvements, to provide roadway, utility, pedestrian and streetscape improvements on Walnut St from Palmetto Ave to the River in the amount of \$550,007.44 to CGC, Inc. **Greg Bauer**
  26. City Council approval of Resolution No. R-15-2024, a Resolution authorizing a new FDOT Maintenance Agreement, Contract No. TBD, for the period of October 18, 2024 through October 17, 2027 in the amount of \$41,900.00 (annually) and authorizing the Mayor, City Clerk, and City Attorney to execute said Agreement. **Greg Bauer**
  27. City Council approval of pay application #1 to Kirby Development, Inc. In the amount of \$123,926.79, for the Julia Street Stormwater Improvement Project. **Greg Bauer**
  28. City Council approval of Preliminary Plat and Improvement Plan for the Graylon Oaks Residential Subdivision. **Michael Daniels**
  29. City Council approval of the Final Plat for phase 1 of the Rookery Development for a portion of parcel #: 016515-008-00. **Michael Daniels**
  30. City Council approval of the Sawcross (Tender Contractor) Pay Request #4, in the amount of \$381,425.00, for construction of the Harbor Road Advanced Wastewater Treatment Facility (HRAWWTF), as part of the Florida Department of Environmental Protection (FDEP), State Revolving Fund (SRF), Harbor Road Water Reclamation Facility (WRF) Expansion, Phase 2, SRF Agreement No. WW1000420. **Scott Schultz**

- 
31. City Council approval of Minutes. *Erin West*  
Regular Session: 7/16/2024
32. City Council ratification of funding in the amount of \$50,894.94 to Jax Utilities Management for installation of a sewer manhole to serve the future Clay County Habitat for Humanity development. *Mike Null*
33. City Council approval of Resolution No. R-22-2024 adopting the 2024/25 CRA Budget. *Michael Daniels*

### **COUNCIL BUSINESS**

34. City Council approval of 3 additional appointments to the 2024 Charter Review Committee. *Erin West*
35. City Manager & City Attorney Reports / Correspondence
36. City Council Reports / Correspondence

### **Adjournment**

**The City Council meets the first and third Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in City Hall at 321 Walnut Street. Video and audio recordings of the meetings are available in the City Clerk's Office upon request.**

**City may take action on any matter during this meeting, including items that are not set forth within this agenda.**

**Minutes of the City Council meetings can be obtained from the City Clerk's office. The Meetings are usually recorded, but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.**

**Persons who wish to appeal any decision made by the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The City is not responsible if the in-house recording is incomplete for any reason.**

---

### **ADA NOTICE**

---

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 p.m. on the day prior to the meeting.

### **PUBLIC PARTICIPATION:**

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action

---

regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

#### **EXPARTE COMMUNICATIONS**

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the City Council. The exchanges must be disclosed by the City Council so the public may respond to such exchanges before a vote is taken.