

CITY OF GREEN COVE SPRINGS CITY COUNCIL REGULAR SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, FEBRUARY 16, 2021 – 7:00 PM



MINUTES

Invocation & Pledge of Allegiance to the Flag - **Pastor Weeks, Russell Baptist Church**

Roll Call

COUNCIL MEMBERS PRESENT: Mayor Van Royal, Vice Mayor Ed Gaw, Council Member Connie Butler, Council Member Matt Johnson, Council Member Steven Kelley

STAFF MEMBERS PRESENT: L.J. Arnold, III, City Attorney, Steve Kennedy, City Manager, Mike Null, Assistant City Manager, Erin West, City Clerk

Mayor to call on members of the audience wishing to address the Council on matters not on the Agenda.
No public comment

AWARDS & RECOGNITION

1. Recognition – CEB Spelling Bee Winner

Mayor Royal introduces Joe Sabotta who speaks and introduces 10-year-old William Spires. William won the Charles E Bennett spelling bee and was the only 5th grader to enter into the County wide spelling bee.

PUBLIC HEARINGS

2. Second and Final Reading of Ordinance No. O-16-2020, amending Section 101-5 to add new definitions and revise definitions for lot widths and setbacks, establishing Section 101-160 concerning flag lot requirements, and amending Sections 113-131 and 113-132 to revise access requirements. *Michael Daniels*

City Attorney Arnold reads Ordinance No. O-16-2020 by title.

Development Services Director, Michael Daniels presents and explains the Ordinance.

Mayor Royal opens the public hearing.

Following no public comment, the public hearing is closed.

Motion to approve and adopt Ordinance No. O-16-2020, amending City Code Chapter 101, Article I; establishing Chapter 101, Article II, Division 3. Section 101-160 Flag Lots; and amending Chapter 113, Article II, Division 4.

Motion made by Council Member Johnson, Seconded by Council Member Butler.

Voting Yea: Mayor Royal, Council Member Butler, Council Member Johnson, Council Member Kelley

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.

Motion to approve Consent Agenda Item 3 through 16.

Motion made by Council Member Kelley, Seconded by Council Member Johnson.

Voting Yea: Mayor Royal, Vice Mayor Gaw, Council Member Butler, Council Member Johnson, Council Member Kelley

3. City Council approval of payment of 2/4 of Law Enforcement Basic Recruitment Program for J. Mares. **Derek Asdot**
4. City Council approval of Change Order #1 in the amount of \$31,000.00 to Jax Utilities Management for Bid Award LC 2020-07, US 17 / SR 16 Force Main Modifications in the amount of \$412,915.00, increasing the total award to \$443,000.00. **Scott Schultz**
5. City Council approval of the FY 2021 Revenues and Expenditures Report and the Quarterly Investment Report for the period ending December 31, 2020. **Marlena Guthrie**
6. City Council approval of an increase in funding of \$4,870.24 due to inoperative valves resulting in a "wet tap", and approval of Contractors Pay Request #1 / Final Invoice in the amount of \$57,742.64 to Jax Utilities Management for water main installation on Washington Lane. **Scott Schultz**
7. City Council approval to surplus the Public Safety Vehicles / Equipment listed on Attachment "A" **Scott Schultz**
8. City Council approval the purchase of a pre-fabricated concrete restroom building for the Augusta Savage Friendship Park (Tot Lot) from Leesburg Concrete Company, Inc. piggybacking on Lake County, FL Contract Number 16-02129 in the amount of \$79,129. **Mike Null**
9. City Council approval of the Engineer's Recommendation of Award to Williams Industrial Services, LLC, in the amount of \$15,426,644.33, for 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**
10. City Council approval to surplus diesel backup generator at the Harbor Road WWTF. **Scott Schultz**
11. City Council approval to issue a Purchase Order to Heart Utilities in the amount of \$215,000 to construct electric system improvements along Green Cove Ave and Roberts St. **Andy Yeager**
12. City Council approval to issue a Purchase Order to Heart Utilities in the amount of \$262,000 to construct electric system improvements along Houston St. **Andy Yeager**

13. Award of Bid LC 2021-01 for GIS Design Consultant to develop a comprehensive online mapping system pursuant to the City's contract with the Department of Economic Opportunity for the Community Planning Technical Assistance Grant **Michael Daniels**
14. City Council approval of Core I and III – Executive/Administrative Assistant Training in Orlando, FL. **Derek Asdot**
15. City Council approval of a PO not to exceed the amount of \$133,376 to Play Power LT Farmington, Inc. for a handicap playground. **Steve Thomas**
16. City Council authorization to purchase a bucket truck from Altec Industries, Inc. under the GSA bid in an amount not to exceed \$230,000. **Andy Yeager**

COUNCIL BUSINESS

17. City Council discussion and direction on the installation of security lights for electric customers. **Mike Null, Andy Yeager**

Assistant City Manager, Mike Null explains this item is for Council consideration to begin installation of new security lights and advises the cost breakout for installing the security lights has been provided.

Council discussion follows.

Motion to approve restarting the standing the security light program in Green Cove with the \$10 charge per month without any upfront fees.

Motion made by Council Member Johnson, Seconded by Council Member Butler.

Voting Yea: Mayor Royal, Vice Mayor Gaw, Council Member Butler, Council Member Johnson, Council Member Kelley

18. Award of Bid LC 2020-20 for an Urban Planning or Interdisciplinary Firm to complete the 2045 Comprehensive Plan Update. **Michael Daniels**

Development Services Director, Michael Daniels presents on BID LC 2020-20.

George Kramer with S&ME speaks to the Council concerning the Comp Plan update. Mr. Kramer thanks the City and all the members of the selection committee.

Council discussion follows.

Motion to approve award of bid LC 2020-20 for an Urban Planning or Interdisciplinary Firm to complete the 2045 Comprehensive Plan Update to S&ME.

Motion made by Council Member Kelley, Seconded by Council Member Butler.

Voting Yea: Mayor Royal, Vice Mayor Gaw, Council Member Butler, Council Member Johnson, Council Member Kelley

19. City Council approval for the City of Green Cove Springs to become a Monarch City USA. **Steve Kennedy**

City Manager, Steve Kennedy speaks to the Council concerning the City becoming Monarch City USA.

Development Services Director, Michael Daniels speaks concerning Monarch City USA and advises it will be similar to being Tree City USA.
Council discussion follows.

Motion to approve the City of Green Cove Springs becoming Monarch City USA.

Motion made by Council Member Kelley, Seconded by Council Member Johnson.
Voting Yea: Mayor Royal, Vice Mayor Gaw, Council Member Butler, Council Member Johnson, Council Member Kelley

20. City Council approval of the applications submitted for the Citizen's Advisory Committee.

Steve Kennedy

City Manager, Steve Kennedy advises the Council there are 33 members he is recommending for the Citizen's Advisory Committee. Mr. Kennedy advises if the list is approved, letters will go out letting the citizens know they are on the committee. There will be a swearing in of the committee members.

Motion to approve accepting the applications submitted for the Citizen's Advisory Committee.

Motion made by Council Member Butler, Seconded by Council Member Johnson.
Voting Yea: Mayor Royal, Vice Mayor Gaw, Council Member Butler, Council Member Johnson, Council Member Kelley

Joe Sabotta 212 North St., GCS questions what the CAC will be doing and how it will work. Mr. Kennedy responds to Mr. Sabotta concerns and explains what the CAC will be doing.

21. City Manager and City Attorney Reports and/or Correspondence/Executive Summary Reports. The City Manager and City Attorney made comments regarding various city activities, events, operations, and projects.

City Manager, Steve Kennedy advises he met with Vice Mayor Gaw and Executive Assistant Kimberly Thomas concerning some changes to Food Truck Friday. Mr. Kennedy advises the first change moving is the bands to the gazebo and the second change is splitting up the food trucks between Walnut Street and Spring Street to allow for more social distancing.

Council discussion follows.

Mayor Royal and Vice Mayor Gaw advise they wish to abstain on this vote due to their involvement with Food Truck Friday.

Emergency motion to accept the changes stated by City Manager, Steve Kennedy with regards to Food Truck Friday.

Motion made by Council Member Kelley, Seconded by Council Member Johnson.
Voting Yea: Council Member Butler, Council Member Johnson, Council Member Kelley
Voting Abstaining: Mayor Royal, Vice Mayor Gaw

22. 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 8:37 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA



B. Van Royal, Mayor

Attest:



Erin West, City Clerk

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Bert Van Royal, hereby disclose that on February 16, 2021:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Food truck Friday

3/10/2021
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Gaw, Edward R.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE City Council
MAILING ADDRESS 1 Elmore Street	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Green Cove Springs, FL	COUNTY Clay
DATE ON WHICH VOTE OCCURRED 2/16/2021	NAME OF POLITICAL SUBDIVISION: Green Cove Springs
MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Edward R. Gaw, hereby disclose that on February 16, 2021

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

9CS FTF: I PARTICIPATE IN THE FINANCING AND OPERATION OF THESE EVENTS. THIS VOTE DEALT SPECIFICALLY WITH THE FARCH 12 - 9CS FTF.

3/2/2021
Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.