

# CITY OF GREEN COVE SPRINGS CITIZEN'S ADVISORY COMMITTEE

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
THURSDAY, NOVEMBER 16, 2023 – 6:30 PM



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## MINUTES

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Call to Order 6:33 PM

**COMMITTEE MEMBERS PRESENT:** Chairman Charles Sohm, Vice Chairman Chris Gay, Secretary Lesley Davidson, Daniel Nichols, Donna Snelling, Janey Fox, Gerry Casale, Pam Lewis, Marilyn McNair, Lynn Powers, Theresa Crockett, and Erin Howard.

**STAFF MEMBERS PRESENT:** Erin West, Kim Thomas, and city attorney Jim Arnold

**GUESTS:** Debra Gay, J. Cameron Davidson, Cheryl Starnes

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

### APPROVAL OF MINUTES

1. Approval of CAC and Beautification Sub-Committee minutes for September and October 2023. Motions were made and seconded and all minutes were approved.

### COMMITTEE BUSINESS

1. Erin West, Kim Thomas and City Attorney Jim Arnold presented a review of the Sunshine Laws. Clarification was made that CAC members attending functions together is allowable, but no discussion of any city business is permitted. CAC members may ride on the non-CAC managed Friends of the Rivers House Gradeline Complete Civil Solutions float, but no discussions of city business is allowed. In short, any discussions regarding the Rivers House or Friends of the Rivers House group topics must occur at a CAC meeting to avoid Sunshine violations. CAC members can also be followers on the FOTRH Facebook page but not make discussion comments. A motion was made by Chris Gay and seconded by Lesley Davidson that any business about the Rivers House be made during normal business of the Beautification Subcommittee Meetings. Motion carried. AMENDED to say, Refer to recording of November 2023 CAC members for more information.
2. Marketing Subcommittee update:
  - a) The Marketing Subcommittee was sunsetted into the normal CAC business.
  - b) Dr. McNair did not get a response from the junior colleges for an art preview before the parade. Discussion regarding pre-parade activities and ADA parking and amenities was discussed. Pam Lewis and Lesley Davidson
3. Beautification Subcommittee update:
  - a) Complaints about dumpsters in downtown not meeting code for enclosures, such as the city dumpster behind the 400 block of Walnut, and other code violations has created a procedure question. Is it adequate to notice these violations in the CAC minutes and then

report the issues to Code Enforcement? Pam Lewis made a motion, Janey Fox seconded, to pass along violations presented to CAC to Code Enforcement.

4. New Business

- a) New CAC members, Micah Barth and Sharon Wright, applications were voted favorably.
- b) American Cruise Lines welcome package or Subcommittee. Chris Gay asked if the city had a Marketing Department that would do this work. Janey Fox said there is a county tourism meeting quarterly. Art Yeoman is looking for an understudy for his history tours due to the increased cruise schedule. Charles Sohm said this would be a good Subcommittee for interested members. Chris Gay made a motion for a champion to volunteer to take this topic. Motion carried.
- c) CAC meetings will be in a new location in January 2024. The Green Cove Springs Police Department Meeting Room at 1001 Idlewild Avenue.
- d) Gerry Casale advised CAC that the Clay County Historic Preservation Board said that they would no longer place historical markers in incorporated areas of Clay County without a Memorandum of Understanding. Mr. Casale said that the incorporated areas provide funding, yet the Preservation Board Chairman made that determination. The city can pay for the marker completely. Lesley Davidson said this would affect the application she submitted to the Mayor for the Rivers House. Lesley Davidson asked to put this on the agenda to discuss having the city create a MOU.
- e) Chris Gay requested that the Aesthetic Standards Review be added to the December agenda.

Adjournment

The meeting was adjourned at 7:30 p.m.



Lesley J. Davidson, PE, Secretary, CAC



Charles Sohm, Chairman, CAC