

**MINUTES OF THE AUGUST 3, 2017 SPECIAL SESSION
GREEN COVE SPRINGS CITY COUNCIL**

Call to Order

A duly called Special Session of the Green Cove Springs City Council was called to order Thursday, August 3, 2017, at 9:00 a.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 Mayor Timberlake followed by the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

COUNCIL MEMBERS PRESENT:

Steven R. Kelley
Pamela J. Lewis
B. Van Royal
Constance W. Butler, Vice Mayor
Roy M. Timberlake, Jr., Mayor

STAFF MEMBERS PRESENT:

Derek Asdot, Acting Chief of Police
Julia W. Clevinger, City Clerk
Janis Fleet, Development Services Director
Marlena Guthrie, Finance Director
Danielle J. Judd, City Manager
Mike Null, Asst. City Mgr. / Public Works Dir.
Scott Schultz, Asst. Water Utilities Dir.
Kimberly Thomas, Exec. Asst. to the City Mgr.

STAFF MEMBERS ABSENT:

L. J. Arnold, III, City Attorney

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

There were none.

COUNCIL BUSINESS

1. **City Council review of the Enterprise Funds Operating Budget and Capital Improvement Program (CIP).** *Marlena Guthrie, Danielle J. Judd*

Ms. Judd reviewed a PowerPoint presentation on the Enterprise Funds Operating Budget and Capital Improvement Program (CIP).

- a. **Wastewater – Mittauer & Associates**

Mr. Null introduced Jason Shepler, P.E., Mittauer & Associates, Inc., who reviewed a PowerPoint Presentation and line items in the budget regarding the Wastewater System Improvements to build an Advanced Wastewater Treatment Plant (AWWTP).

Mayor Timberlake recognized Mike Kelter, 630 Myrtle Avenue, Green Cove Springs, for various comments.

A break was taken from 10:29 a.m. and reconvened at 10:46 a.m. with all Council Members and City Staff present.

b. Reclaimed Water

Mr. Null and Mr. Shepler continued review of the PowerPoint Presentation regarding Reclaimed Water. No changes were made.

c. Water

Ms. Judd continued her review of a PowerPoint presentation on the Water Utility. Mr. Shepler continued review of the PowerPoint Presentation regarding Water. No changes were made.

Mayor Timberlake recognized Mike Kelter, 630 Myrtle Avenue, Green Cove Springs, for various comments.

d. Customer Service

The City Council reviewed the budget line items and CIP for the Customer Service Department.

A break was taken from 11:45 a.m. and reconvened at 12:22 p.m. with all Council Members and City Staff present.

e. Special Revenue Funds

1) Building

The City Council reviewed the budget line items and CIP for the Building Fund. No changes were made.

2) Law Enforcement Trust

The City Council reviewed the budget line items and CIP for the Law Enforcement Trust. No changes were made.

f. Debt Service (Capital Projects)

Discussions continued regarding Debt Service for Capital Projects. No changes were made.

Discussion ensued with the City Council regarding the qualifications for the Communications Coordinator position, the inability to hire a qualified person, the responsibilities of the position, and the vision for the future of the City as presented by Ms. Judd.

2. City Manager and City Attorney Reports and/or Correspondence.

There were none.

3. City Council Reports and/or Correspondence/

There were none.

Adjournment.

There being no further business to come before the City Council, the meeting was adjourned at 1:30 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Roy M. Timberlake, Jr., Mayor

Attest:

Julia W. Clevinger, City Clerk