CITY OF GREEN COVE SPRINGS
CITY COUNCIL REGULAR SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, OCTOBER 06, 2026 – 6:00 PM

MINUTES

Invocation & Pledge of Allegiance to the Flag - **Pastor Travis Ivey**

Roll Call
COUNCIL MEMBERS PRESENT: Mayor Darren Stutts, Vice Mayor Cheryl Starnes, Council Member Tom Centracchio, Council Member Glee Glisson, Council Member Daniel Johnson

STAFF MEMBERS PRESENT: John Wallace, Interim City Attorney, Mike Null, Interim City Manager, Erin West, City Clerk

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

1. Mark Boomhower 600 S Highland Ave. GCS asked the City to review its garage regulations, expressing concern that detached garages must be located directly behind the home rather than in the side yard. He requested consideration of more flexibility in garage placement.

   Mayor Stutts agreed to follow up with Lisa Walsh to clarify the garage placement requirements and determine why the resident's request was denied.

2. Felecia Hampshire 508 Franklin St. GCS thanked the Mayor, Council, and City Manager for supporting the 25th Annual Soul Food and Music Festival, reporting a successful event with strong attendance and positive vendor feedback despite the forecasted rain.

PRESENTATIONS

1. FMPA - October 2026 ***Bob Page***
   Mr. Page presented the October report.

PUBLIC HEARINGS

2. Final reading of Ordinance No. O-17-2026, an Ordinance Striking Required Garages for All Residential Units and Updates to LDR. ***Lisa Walsh / Cassidy Kearney***
   City Attorney Wallace reads Ordinance No. O-17-2026 by title.

   Planner I Cassidy Kearney presented proposed amendments to the Land Development Code clarifying lot coverage and impervious surface definitions and revising garage requirements. The amendments would make garages optional, allow detached garages and carports in side or rear yards, and establish minimum size and design standards for attached garages. Additional changes correct land use references, clarify permitted uses, and address inconsistencies in the zoning tables.

   Mayor Stutts advised that he met with Ms. Walsh and Ms. Kearney to clarify the proposed changes, including lot coverage, grandfathering provisions, and garage design requirements. He

advised that detached metal garages would be permitted, while garages attached to the home must meet architectural design standards.

Mayor Stutts opened the public hearing.

Following no comments, Mayor Stutts closed the public hearing.

Motion to approve Ordinance No. O-17-2026 on the final reading regarding garages and other Land Development Regulation updates.
Motion made by Council Member Johnson, Seconded by Council Member Centracchio.
Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

3. Second and final reading of Ordinance No. O-22-2026, Request for a zoning amendment for property located at 1345 Energy Cove Court, parcel 016562-001-00.
Zoning Amendment
From: MUH, Mixed Use Highway To: M-2, Heavy Industrial ***Lisa Walsh***
City Attorney Wallace reads Ordinance No. O-22-2026 by title.

   Development Services Director Lisa Walsh presented a rezoning request for approximately nine acres at 1345 Energy Cove Court, owned by Villa Gardens Investments. The property currently has an industrial land use designation and an outdated MUH zoning classification.

   Mayor Stutts opened the public hearing.

   Following no comments, Mayor Stutts closed the public hearing.

   Motion to approve Ordinance No. O-22-2026 on the second and final reading
   Motion made by Council Member Glisson, Seconded by Vice Mayor Starnes.
   Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

4. Second and Final Reading of Ordinance No. O-23-2026, amending City Code Section 62-112 – Sales and Solicitation of Sales. ***Kimberly Thomas***
City Attorney Wallace reads Ordinance No. O-23-2026 by title.

   Interim City Manager Mike Null presented proposed ordinance amendments to update outdated language regarding the Christmas Festival, remove references to the inactive Arts and Recreation Board, and address sales and solicitation in City parks. Language was added to allow special events where proceeds benefit a bona fide 501(c)(3) organization.

   Mayor Stutts asked how the ordinance will affect Food Truck Friday where you have vendors selling in the park.

   Mr. Null advised that food trucks and vendors are part of community events, such as the Christmas Festival, Food Truck Friday, and the Soul Food Festival, which are intended as community gatherings rather than fundraising events for a specific organization.

   Mayor Stutts opened the public hearing.

   Following no comments, Mayor Stutts closed the public hearing.

Motion to approve as to form only Ordinance No. O-23-2026.
Motion made by Vice Mayor Starnes, Seconded by Council Member Johnson.
Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

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.

Blue Card pulled item 15

Motion to approve Consent Agenda items 5 through 16 minus item 15.
Motion made by Council Member Johnson, Seconded by Vice Mayor Starnes.
Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

5. City Council approval to award Bid 2026-04, SRF Water System Upgrades to PBM Constructors, Inc., in the amount of $3,281,298.00 (Base Bid + Additive Alternate 1) for FDEP – SRF Loan DW100441, North Grid / Harbor Road Water Treatment Plant Improvements. ***Scott Schultz***

6. City Council approval of the Breast Cancer Month Proclamation. ***Erin West***

7. City Council approval of the Florida City Week Proclamation. ***Erin West***

8. City Council approval of a change order in the amount of $51,568.75 to Jax Utilities Management for the emergency repair to the gravity sewer system on Roberts & Melrose Street which was approved by motion during the Special Budget Session on September 3, 2026. ***Scott Schultz***

9. City Council approval to purchase a 2026 Kubota U35 Excavator using the Sourcewell bid through Coastal Equipment of Florida for the total amount of $55,406.55 and to surplus excavator #416 a 2006 John Deere 35D excavator. ***Andy Yeager***

10. City Council approval for the Mayor and Interim City Manager to execute the Agreement between the City and Badger Drilling for construction of the Pine Avenue Force Main Extension, in the amount of $2,829,301.43 for the Harbor Road Water Reclamation Facility, FDEP - SRF, Phase 3, Agreement No. WW1000450. ***Scott Schultz***

11. City Council approval of Pay Application #4 to Arkest LLC. in the amount of $228,492.36. ***Greg Bauer***

12. City Council review and approval of a Site Development Plan for the Carlton HQ proposed development for an office building and office/warehouse flex space at 1615 S Orange Ave. ***Lisa Walsh***

13. City Council approval of Minutes. ***Erin West***
    Special Session: 9/21/2026
    Regular Session: 4/21/2026, 5/5/2026, 9/15/2026

14. City Council approval for funding in the amount of $176,630.00 to CPH Corporation for the design and permitting of the Green Cove Springs (City) / Clay County Utility Authority (CCUA) Reclaimed Water Interconnect. This cost will ultimately be split between the City and CCUA. ***Scott Schultz***

15. City Council award of Bid 2026-06 – Human Resources Management Services to Dynamic Corporate Solutions, Inc. ***Mike Null***
    Felecia Hampshire 508 Franklin St. GCS spoke in against outsourcing Human Resources services, advising concern that two employees could lose their jobs. She spoke about the employees' years of service, institutional knowledge, commitment to the community, and the potential impacts on service quality, employee morale, and their families. She also questioned whether staffing decisions were being influenced by the outcome of Amendment 3.

    Council and staff discussed the proposed outsourcing of Human Resources services, estimated to save approximately $170,000 annually, and the potential financial impact of Amendment 3. Staff clarified that the decision was based on organizational efficiency, not employee performance, and that the review began before Amendment 3. Council advised of the need for fiscal responsibility and emergency reserves while acknowledging the impact on the affected employees. Council showed appreciation for the employees' service and discussed concerns regarding future outsourcing and the importance of continuing to evaluate organizational efficiencies.

    Motion to award bid 2026-06 Human Resources Management Services to Dynamic Corporate Solutions incorporated for an initial term of three years with the option to renew for two additional three-year terms with mutual agreed upon rates. Eliminate the human resources generalist and benefits and retirement coordinator positions from the list of authorized positions as included in the adopted FY 2026-2027 operating budget effective October 8, 2026. Authorized payout of all accrued sick leave for the two individuals who currently occupy the two eliminated positions upon separation from the city. Authorized payout of the $500 one-time boost payment as allocated in the adopted FY 2026-2027 operating budget for the two individuals who currently occupy the two eliminated positions upon separation from the city. Waive repayment of any training or professional membership fees.
    Motion made by Council Member Johnson, Seconded by Vice Mayor Starnes.
    Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

16. City Council approval to utilize a three-quote / piggybacking process to obtain pricing for the GCS / CCUA Reclaimed Water Interconnect, to evaluate adding the city's portion (1/2) of the cost of the Interconnect to the WW100450 SRF Loan / Grant, and to evaluate adding an engineered septage receiving station to the WW100450 SRF Loan / Grant. ***Scott Schultz***

COUNCIL BUSINESS

17. City Council approval of 5k Wine and Chocolate on the River Event for December 19, 2026. ***Kimberly Thomas***

Executive Assistant and Event Coordinator Kimberly Thomas presented a request for a 5K Wine and Chocolate on the River fundraiser, followed by a social event at the park with food trucks and music. She outlined the required permit, barricade, and police fees totaling approximately $1,583 and recommended prohibiting alcohol due to concerns about crowd size, security, and available staffing.

Michael Kerekes GCS presented the proposed evening 5K Wine and Chocolate on the River event, describing it as a smaller community event with an anticipated 300 runners, limited food trucks, and light music. Registered participants would receive refreshments and one 4-ounce pour of wine or hot chocolate following the race. The applicant clarified that attendees would not be permitted to bring their own alcohol and that proceeds would benefit several local nonprofit organizations.

Council, staff, and the applicant discussed concerns regarding allowing alcohol in Spring Park for the proposed 5K event. The applicant reiterated that alcohol would be limited to one 4-ounce pour for registered runners. Staff and the Police Chief advised of concerns about public confusion, enforcement, crowd size, and setting a precedent for additional events with alcohol in the park. Alternatives, including distributing sealed individual wine bottles, were discussed.

Linda Hobbs 1092 Buccaneer Blvd. GCS spoke about concerns of including alcohol in the event. She supports the event concept but advised there are several local establishments that offer alcohol and that Spring Park should remain a family space.

Felecia Hampshire 508 Franklin St. GCS questioned the difference in allowing alcohol at Food Truck Friday but not at the proposed 5K event. She suggested restricting alcohol consumption to a designated tent or enclosed area to prevent it from being carried in the park.

Lesley Davidson GCS suggested promoting the event would be a ticketed, private 5K fundraiser with alcohol limited to a designated, enclosed area. She suggested exploring the Rivers House grounds through the Green Cove Springs Preservation Society as an alternative location for the post-race gathering.

Kim Evans 631 St. Johns Ave GCS showed support for the event concept but raised concerns about setting a precedent for future events involving alcohol and the potential impact of the evening race on traffic and residents along the route.

Susan Callahan 3620 Shinnecock Ln. GCS showed support for the proposed 5K event, advising of its appeal during the Christmas season and offering to volunteer. She raised a question about the number of participants who would consume alcohol and suggested alternative locations.

Discussion followed between the Council, staff, and applicant. The applicant proposed using a designated tent near the food trucks to contain alcohol consumption as a compromise. Staff maintained concerns about setting a precedent for additional events involving alcohol, while Council indicated possible support for the tent arrangement.

Motion to accept the run as our packet indicates and allow for a closed bottle of wine, 4-ounces, to be distributed to only the participants inside the event.
Motion made by Vice Mayor Starnes, Seconded by Council Member Glisson.
Voting Yea: Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson
Voting Nay: Mayor Stutts, Council Member Johnson

18. City Council Discussion of Solid Waste Disposal Assessment exemption for disabled veterans. ***Mike Null***
Interim City Manager Mike Null explained that since 2006, the County has assessed a $96 solid waste disposal fee on property tax bills to cover landfill operations, with exemptions available for qualifying disabled veterans and residents experiencing hardship. Under an existing agreement, the City reimburses the County for the exempted fees on behalf of eligible City residents. The County has reduced the exemption by half. He suggested that the City could reimburse the remaining $48 and the estimated cost is already included in the budget. Last year the City reimbursed $8,736 for 91 qualifying residents.

Motion to authorize staff to reimburse qualifying city residents $48 for the solid waste disposal non ad-valorum assessment for FY 2026 2027.
Motion made by Council Member Johnson, Seconded by Vice Mayor Starnes.
Voting Yea: Mayor Stutts, Vice Mayor Starnes, Council Member Centracchio, Council Member Glisson, Council Member Johnson

19. Update on Golf Carts friendly city status. ***Shawn Hines***
Chief Hines reported that FDOT will not allow certain golf cart signage within its rights-of-way. The Police Department will continue its current practice of allowing golf carts to cross U.S. 17 and State Road 16 at lighted intersections, while prohibiting their operation in traffic on those roads due to safety concerns, unless otherwise directed by Council

Council discussed golf cart operating requirements, including that golf carts may legally operate on City roads with a 25-mph speed limit, do not require registration, and must be operated by individuals meeting applicable age and identification or licensing requirements.

Joe Croce GCS asked how visitors and residents unfamiliar with the City would know Green Cove Springs is golf cart-friendly without signage at entrances from state roads.

Michelle Cook GCS showed support for a golf cart-friendly community, agreed that operators are responsible for knowing and following traffic laws, and commended the Police Department's enforcement efforts.

Don Tuten GCS supported golf cart use and stated that Florida Statute 316.212 allows golf carts to cross state roads at intersections controlled by traffic signals.

Laurie Burke 906 Myrtle Ave. GCS showed her appreciation for the community and spoke about using her golf cart to visit neighbors, parks, and local events.

Susan Callahan 3620 Shinnecock Ln. GCS supported the golf cart-friendly designation and described its benefits to Magnolia Point residents attending community events.

Sherry Bunn GCS supports the City's common-sense approach to golf cart use and suggested using the City's official Facebook page to promote its golf cart-friendly designation.

Bridget McGinnis GCS advised about the golf cart-friendly signage displayed when entering the City and supports the designation.

Discussion followed about golf carts using the Governor's Creek Bridge sidewalk under the City's ordinance, and residents were encouraged to use it rather than travel in the roadway. Golf carts should cross state roads at signalized intersections. Staff explained that dedicated crossings would require costly engineering, land acquisition, and construction, and that FDOT has restricted signage within its rights-of-way.

Mr. Croce GCS advised of his concerns about unsafe golf cart use, particularly children operating carts improperly and crossing state highways.

Linda Hobbs 1092 Buccaneer Blvd GCS supports the City's golf cart-friendly community and shared how she regularly uses her golf cart to access local businesses, parks, and events.

20. Update on City Attorney replacement process. ***Mike Null***
Interim City Manager Mike Null explained that the City Charter requires the City Attorney to maintain residency or an office within City limits. After consulting with an employment law attorney, he was advised that providing an office at City Hall with advertised office hours could satisfy the requirement and that the City may continue engaging an attorney on an hourly, long-term basis. He advised that current legal expenses average approximately $80,000 annually, compared to the $160,000 budgeted for the City Attorney position.

    Council discussion showed satisfaction with the current arrangement with John Wallace and discussed allowing it to continue for another 12 months while keeping other options open. Mr. Wallace confirmed his agreement could remain open-ended and that he was willing to continue providing services. Council agreed to maintain the current hourly contract arrangement and revisit the matter in 12 months.

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

22. City Council Reports / 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 8:36 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Darren Stutts, Mayor

Attest:

Erin West, City Clerk