

# CITY OF GREEN COVE SPRINGS

## CITY COUNCIL SPECIAL SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
MONDAY, NOVEMBER 17, 2025 – 6:00 PM



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## MINUTES

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Invocation & Pledge of Allegiance to the Flag – **Mayor Johnson**

Roll Call

**COUNCIL MEMBERS PRESENT:** Mayor Matt Johnson, Vice Mayor Ed Gaw, Council Member Glee Glisson, Council Member Cheryl Starnes, Council Member Darren Stutts

**STAFF MEMBERS PRESENT:** L.J. Arnold, III, City Attorney, Mike Null, Interim 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 comments.

### COUNCIL BUSINESS

1. City Council discussion of the 2025 Capacity Connection Fee Study (formerly Impact Fees) for the Water and Wastewater Funds. *Scott Schultz*

Water Utilities Director Scott Schultz advised the capacity connection fee study was initiated to plan for future infrastructure needs within a five-year outlook. He used the Harbor Road Phase III project as exampled and spoke about the impact of grant funding and the need for stable, well-supported fee studies. Once finalized, the capacity fee and rate studies will be brought forward for code updates by resolution or ordinance.

Jason Shepler of CPH Consulting presented a high-level overview of the Water and Sewer Capacity Connection Fee Study, explaining that the proposed fees are based on aggregate treatment system demand using American Water Works Association standards and actual metered data. The study calculated average water use at 220 gallons per day, resulting in a proposed water capacity fee of \$2,372 per ERU, and average sewer flow at 185 gallons per day, resulting in a proposed sewer capacity fee of \$2,531 per connection. He advised the fees reflect net City costs and are intended to equitably recover capacity costs from new development.

Mike Kelter, 630 Myrtle Ave., spoke about the completion of the wastewater treatment plant project and his concerns that developer capacity fee increases were insufficient compared to customer rate increases. He questioned reduced Level of Service assumptions and system reliability and asked Council to retain existing LOS standards and reevaluate capacity fees to ensure a more equitable cost share.

Council and staff discussed the Water and Sewer Capacity Connection Fee Study, speaking about the need for equitable cost allocation between new development and existing ratepayers. Staff explained that fees must be based on defensible data within a five-year planning horizon and exclude grant-funded and replacement costs. Discussion included future Phase IV planning and the need to avoid premature expansion that could burden current customers. Council

acknowledged the study's technical and legal review, commended staff and consultants, and reached consensus to move forward with the study and prepare the necessary ordinances.

**Adjournment**

There being no further business to come before the City Council, the meeting was adjourned at 7:16 p.m.

**CITY OF GREEN COVE SPRINGS, FLORIDA**

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Daniel M. Johnson, Mayor

Attest:

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Erin West, City Clerk