

# CITY OF GREEN COVE SPRINGS COMMUNITY REDEVELOPMENT AGENCY

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, MARCH 18, 2025 – 10:00 AM



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## MINUTES

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### Call to Order

Vice Chair Heather Boucher called the meeting to order at 10:03am.

### Roll Call

Members present: Vice Chair Heather Boucher, Commissioner Andrea Vallencourt, Commissioner Mitch Timberlake

Members absent: Chair Van Royal, Commissioner Kristen Burke

Staff present: Lyndie Knowles, Development Services Representative, Gabriel Barro, Staff Planner, Michael Daniels, Development Services Director, Jim Arnold, City Attorney, Heather Fincher, Public Information Officer, Mike Null, Assistant City Manager, Steve Kennedy, City Manager

### ACTION ITEMS

1. Approval of Minutes of the January 16, 2025 Meeting

**Motion was made to approve the minutes of the January 16, 2025 meeting.**

Motion made by Commissioner Timberlake, Seconded by Commissioner Vallencourt.  
Voting Yea: Vice Chair Boucher, Commissioner Vallencourt, Commissioner Timberlake

*Motion passed*

2. CRA Reorganization

**Motion was made to elect Heather Boucher as Chair and Andrea Vallencourt as Vice Chair.**

Motion made by Commissioner Timberlake, Seconded by Commissioner Vallencourt.  
Voting Yea: Vice Chair Boucher, Commissioner Vallencourt, Commissioner Timberlake

*Motion passed*

3. Property Acquisition Notification

Michael Daniels, Development Services Director, presented the property acquisition item. It was noted that staff met with each board member individually regarding this item. Mr. Daniels gave an overview of costs and benefits, the options for acquisition, and the request from staff to allow for permission to enter into negotiations for potential property acquisition agreements that are

consistent with the objectives of the CRA redevelopment with any final agreements being presented to the board for review with contract terms and a development plan.

City Attorney Arnold noted that the term negotiation should be changed to fact finding.

City Manager Kennedy spoke to the intent of the discussions with property owners. He also in areas that an acquisition or other item such as stormwater improvements would be mutually beneficial to the CRA and the City, the City could assist with funding.

Vice Chair Boucher asked for more information regarding stormwater. Mr. Daniels gave more information regarding regional stormwater options to assist with development. Commissioner Vallencourt supports the fact finding mission. Commissioner Timberlake would prefer purchase verses a lease unless a lessor would reimburse the cost of improvements made by the CRA. Commissioner Vallencourt and Vice Chair Boucher also prefers purchase versus a lease. Additional board discussion followed.

City Attorney Arnold also raised the option of condemnation of property as long as it remains a public use.

Further board discussion followed.

**Motion was made to grant permission to the City/CRA staff to enter into discussions regarding potential property acquisition.**

Motion made by Commissioner Timberlake, Seconded by Commissioner Vallencourt.  
Voting Yea: Vice Chair Boucher, Commissioner Vallencourt, Commissioner Timberlake

*Motion passed*

## **DISCUSSION ITEMS**

### **4. State House Bill 991 & Senate Bill 1242**

Michael Daniels, Development Services Director, brought up two bills in the State House and Senate that could impact the CRA. These bills could prohibit creation of future, eliminate any new projects by current CRA and requirement termination of all CRAs by 2045. Staff is working on clarifications on these items. Staff drafted a letter of opposition for the CRA chair to sign and send to our delegation.

Board discussion followed.

**Motion was made to have Vice Chair Boucher sign the opposition letter regarding HB 991 & SB 1242 on behalf of the CRA to send out to the delegation.**

Motion made by Commissioner Timberlake, Seconded by Commissioner Vallencourt.  
Voting Yea: Vice Chair Boucher, Commissioner Vallencourt, Commissioner Timberlake

*Motion passed*

**BOARD BUSINESS**

Commission Timberlake asked for a status of the public art projects. The plaques should be received by the end of March 2025. For the wraps on the traffic control boxes, we have submitted the preliminary application to FDOT for approval.

**NEXT MEETING: Thursday, May 15, 2025 at 10:00am**

**Adjournment**

Vice Chair Boucher adjourned the meeting at 10:53am.

CITY OF GREEN COVE SPRINGS, FLORIDA

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Heather Boucher, Vice Chair

Attest:

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Lyndie Knowles, Development Services Rep.