

## **ORDINANCE NO. O-01-2026**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AUTHORIZING A REFERENDUM TO VOTE ON PROPOSED CITY CHARTER AMENDMENTS REGARDING ALLOWING A NOTARY PUBLIC TO SWEAR IN COUNCIL MEMBERS FOR AN UPCOMING TERM; ALLOWING THE CITY COUNCIL TO WAIVE THE RESIDENCY REQUIREMENT FOR THE CITY MANAGER; ALLOWING THE CITY COUNCIL TO WAIVE THE REQUIREMENT THAT THE CITY ATTORNEY EITHER BE A RESIDENT OF OR HAVE AN OFFICE WITHIN GREEN COVE SPRINGS; PROVIDING BALLOT TITLES AND SUMMARIES FOR THE PROPOSED AMENDMENTS; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to applicable State law, the City Council has voted to allow the electors of Green Cove Springs to decide whether the City Charter should be amended regarding those issues set forth below.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AS FOLLOWS:**

**Section 1.** The City Council hereby authorizes and directs that a referendum be held of qualified City electors to the proposed City Charter Amendments underlined and set forth below:

**Charter Section 2.03. – Oath of Office.**

Each council member, before entering upon the discharge of the duties of office, shall take and subscribe to the following oath before some judicial officer or notary public of the state, viz:

"I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and government of the United States and the State of Florida against all enemies, domestic or foreign, I will faithfully support and obey all Articles of the Charter and Ordinances of the City of Green Cove Springs, and I will faithfully perform all the duties of the office of council member, upon which I am about to enter, so help me God."

**Charter Section 3.012. – City Manager Dwelling.**

The city manager shall maintain a dwelling within the boundaries of the city's utility service area within six (6) months of being appointed by the council. Such a location requirement shall not prohibit the city manager from owning homestead property elsewhere. However, the City Council may waive such residency requirements.

**Charter Section 4.03 – City Attorney.**

The council shall appoint an officer of the city who shall have the title of city attorney. The compensation of the city attorney shall be fixed by the council. He shall act as legal advisor to and attorney for the council, the city manager, and all city departments, offices, and agencies. He shall represent the city in all legal proceedings (unless the city is represented by an attorney, where provided without charge to the city). He shall perform any other professional duties prescribed by this Charter, ordinance, or by action of the council. He shall be a lawyer admitted to practice before all courts of the State of Florida and the federal district court. Such an attorney shall be a resident or have an office within the city unless waived by the City Council. The city shall have the power to employ an additional attorney for a particular case or matter when it deems necessary.

**Section 2. BALLOT SUMMARY AND BALLOT TITLE.** The proposed Charter amendments herein shall be presented for voting in English and Spanish by ballot title, which may differ from its legal title and must otherwise conform to the requirements of law as follows:

**Proposed Amendment 1.**

Ballot Title: Allow a Notary Public to administer the Oath of Office to a City Council Member.

Ballot Summary: Shall City Charter Section 2.03 be amended to allow a notary public to administer the Oath of Office to a Council Member in addition to a judicial officer which the Charter already allows.

Yes \_\_\_\_\_  
No \_\_\_\_\_

**Proposed Amendment 2.**

Ballot Title: May City Council waive requirement that City Manager's dwelling be within the City utility service area.

Ballot Summary: Shall the City Charter Section 3.012 be amended to allow the City Council to waive the residency requirement for the City Manager so they may hire an otherwise qualified candidate whose dwelling is outside the City's utility service area.

Yes \_\_\_\_\_  
No \_\_\_\_\_

**Proposed Amendment 3.**

Ballot Title: May City Council waive requirement for City Attorney's residence or office to be within City.

Ballot Summary: Shall the City Charter Section 4.03 be amended to allow the City Council to waive the requirement that the City Attorney reside or have an office within the City of Green Cove Springs so that they may hire an otherwise qualified Attorney or firm that does not live or have an office within the City limits.

Yes \_\_\_\_\_  
No \_\_\_\_\_

**Section 3. REPEALER.** Any Ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

**Section 4. SEVERABILITY.** The various parts, sections and clauses of this Ordinance are hereby declared severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

**Section 5. EFFECTIVE DATE.** This Ordinance shall become effective upon passage, and all Charter Amendments approved by the voters shall also be effective immediately upon passage.

**INTRODUCED AND APPROVED AS TO FORM ONLY ON THE FIRST READING BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, ON THIS 6TH DAY OF JANUARY 2026.**

**CITY OF GREEN COVE SPRINGS, FLORIDA**

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Daniel M. Johnson, Mayor

ATTEST:

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Erin West, City Clerk

**PASSED ON SECOND AND FINAL READING BY THE CITY COUNCIL OF  
THE CITY OF GREEN COVE SPRINGS, FLORIDA, THIS 20TH DAY OF  
JANUARY 2026.**

**CITY OF GREEN COVE SPRINGS, FLORIDA**

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Daniel M. Johnson, Mayor

ATTEST:

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Erin West, City Clerk

APPROVED AS TO FORM ONLY:

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L. J. Arnold, III, City Attorney