

RESOLUTION NO. R-03-2024

A RESOLUTION OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA, PROVIDING FOR CRITERIA FOR EVALUATING REQUESTS TO USE THE CITY SEAL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City code pursuant to City Ordinance No. O-03-2024 requires written consent of the City Council for the use of the City Seal for purposes other than the official business of the City; and

WHEREAS, the unauthorized use of the City Seal is a crime punishable as a second degree misdemeanor pursuant to Section 165.043, Florida Statutes; and

WHEREAS, the authorized use of the City Seal is intended to further the public purpose, goals and comprehensive Plan of the City; and

WHEREAS, the City Council finds that it is in the best interest of public health, safety, and general welfare that the following be adopted consistent with the requirements of Section 166.021(4), Florida Statutes.

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

SECTION 1. APPLICATION Individuals or entities wishing to use the City of Green Cove Springs City Seal which is attached hereto must first submit an application in writing to the City Council, filed at the City Manager's office.

SECTION 2. INFORMATION. Each application for use of the City Seal must include the following information:

- a. The name, address, and contact information of the applicant, and whether the applicant is applying as an individual, a for-profit corporation, a not-for-profit corporation, or using a fictitious name ("doing business as").
- b. If applying as a corporation or "doing business as" a fictitious name, include a copy of the Division of Corporations from showing the registration is currently active and in good standing.
- c. A written description of the intended use of the City Seal, along with a sketch or other visual depiction of the location, size, and placement of the City Seal on the intended finished product. If the City Seal will be used with other visual elements, or other text, include a description of those items.

- d. A statement describing the number of objects intended to include the City Seal. For example, if an artist's limited print, include the number of prints.
- e. A statement describing the duration of the requested approval to use the City Seal. For example, for printing on a charity calendar for the year 2024.
- f. A narrative statement describing how the requested use of the City Seal furthers the City of Green Cove Springs Comprehensive Plan. Specifically, identify how the requested use of the City Seal will further the goals of Livability, Authenticity, and Character of Green Cove Springs as a distinctive community.
- g. Identify if the requested use of the City Seal is in conjunction with a City sponsored event or other government sponsored event. If the use of the City Seal is intended for a private event, please describe the public benefit of the event, if any.

SECTION 3. COMPLETENESS REVIEW. Each application will be reviewed by the City Manager or designee for compliance with the required information. If the application is found to be complete, it will be placed on the next reasonably available City Council regular agenda.

SECTION 4. CRITERIA AND CONDITIONS. The City Council will review and determine whether the complete application furthers the City's purpose and the goals of the City's Comprehensive Plan. The Council may deny the use, may approve the use as requested, or may modify the use as it deems appropriate. The Council may also place conditions on the use of the City Seal. Any violation of the terms of approval will be deemed an unauthorized use of the City Seal and punishable by law. Any request to renew a prior approval will be subject to the same review as provided herein, and no prior approval should be deemed a pre-approval of the renewal application.

SECTION 5. REASONABLE FEE. The City Council may impose a reasonable fee for the use of the City Seal.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and adoption.

**DONE AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREEN
COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 20TH DAY OF
FEBRUARY, 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM AND LEGALITY:

L. J. Arnold, III, City Attorney