



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session **MEETING DATE:** December 9, 2025
FROM: Scott Schultz, Water Utilities Director
SUBJECT: City Council approval on First Reading of Ordinance O-20-2025 adjusting Capacity Connection Fees (formerly Trust Fund / Impact Fees) for the Water and Wastewater Funds.
Scott Schultz

BACKGROUND

Excerpt from the 11-17-2025 City Council Special Session Staff Report:

Staff and Mittauer began a review of the capacity connection fees needed to support the capital improvements for the Water and Wastewater Funds in 2024. During this period many changes were occurring to the Capital Improvement Program (CIP) necessitating a postponement of the finalization. For example:

- *Closout of the Harbor Road Water Reclamation Facility Phase II construction project.*
- *Recent agreement with Clay County Utility Authority (CCUA) to partner on the use of reclaimed water.*
- *Postponement of the Magnolia Point Reclaimed Water System due to above referenced agreement.*
- *Results of the FDEP, State Revolving Fund (SRF), Clean Water Request for Inclusion (RFI) for Phase III of the Harbor Road Water Reclamation Facility and associated loan / grant.*
- *Results of the FDEP, State Revolving Fund (SRF), Drinking Water Request for Inclusion (RFI) for the North Service Territory / Harbor Road Water Treatment Facility Improvements and associated loan / grant.*
- *Reductions in the budget for recurring capital improvements to the wastewater collection system.*
- *Improvements in the budgetary process in general and receipt of audited financials.*

This special meeting is for city staff and CPH (formerly Mittauer) staff to provide an overview of the process and results. The final draft presented this evening will be updated with Council comments and either finalized or returned to council for full review and adoption, depending on the depth and number of comments. Once the study is fully adopted, staff will use it to draft ordinances implementing new Capacity Connection Fees and any other changes for formal adoption.

On November 17, 2025, during Special Session of the City Council, staff and Consultant CPH corporation presented the results of the Capacity Connection Fee Study. After the Council presentation the meeting was open to the Public for comment. After Public Comment and Council Discussion the findings of the Study were approved.

Approval of this Ordinance will authorize staff to update the nomenclature and rates in the Code of Ordinances, Comprehensive Plan, and all associated documents to provide consistency of the application and references to Capacity Connection Fees.

FISCAL IMPACT

Actual budgetary impact will be determined by future development. This action ensures the cost of loss of capacity at the city's water and wastewater facilities is funded by the entity receiving the capacity.

RECOMMENDATION

Approve on First Reading Ordinance O-20-2025, and set January 6, 2026 at 6:00 PM as the second and final reading.