

City of Keystone Heights City Council

Budget and Finance Committee Meeting May 26, 2026 10 am

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN TO THE CITY CLERK. SPEAKERS ARE RESPECTFULLY REQUIRED TO LIMIT THEIR COMMENTS TO THREE (3) MINUTES.
THE CITY COUNCIL PROHIBITS THE USE OF CELL PHONES AND PAGERS WHICH EMIT AN AUDIBLE SOUND DURING ALL MEETINGS WITH THE EXCEPTION OF LAW ENFORCEMENT, FIRE AND RESCUE OR HEALTH CARE PROVIDERS ON CALL. PERSONS IN VIOLATION WILL BE REQUESTED TO LEAVE THE MEETING.

"Please turn off cell phones"

Date: May 26 2026 (10am)

Call To Order

1. Call to Order-Mayor Nina Rodenroth

Meeting was called to order by Mayor Nina Rodenroth at 10:08 am.

Invocation

2. Invocation, Jamie Booth, City Manager

City Manager James Booth led the meeting in an invocation.

Pledge of Allegiance

3. Pledge of Allegiance-Dan Lewandowski, City Councilman

Councilman Dan Lewandowski led the meeting in the Pledge of Allegiance.

Roll Call

4. Roll Call-James Booth, City Manager ; Mayor Nina Rodenroth, Councilman Dan Lewandowski

City Manager James Booth called the roll.
Mayor Nina Rodenroth-present.
Councilman Dan Lewandowski-present

Public Comment

5. Public Comments

There were no public comments.

Consent Agenda

6. Approval of Mintutes Budget and Finance Committee Meeting April 29, 2026 10 am Minutes

📎 Budget and finance meeting minutes April 29, 2026.pdf

The Budget and Finance Committee approved the miniutes for the April 29, 2026 meeting by consensus.

Action Items

[7. April 2026 Budget documents for all accounts](#)

📎 [April 2026 Budget docs for all accounts.pdf](#)

City Manager Jamie Booth summarized the budget documents for April 2026. He stated he is making progress in cleaning up the balance sheets. The budget amendments have been approved.

Assets Over \$5,000.00

[8. Assets over \\$5,000.00 List](#)

📎 [keystone-heights-fa-listing_1.xls](#)

The Over \$5,000.00 asset list allows us to maintain inventory and also set up a maintenance program for the equipment. It also assists in knowing when an item is coming close to its end of service/life span.

Audit Status

[9. Audit Status](#)

The status of the audit is going well. The auditors continue to ask Mrs. Tiffany Coleman for additional items. She has done a great job getting all the things they have asked for. We are on track for completion by the end of June 2026.

Long Term Financial Discussions (no property tax, CIP)

[10. Long Term Financial Discussions \(no property tax income, CIP\)](#)

Jamie Booth, City Manager stated that Governor Desantis may be holding a special legislative session regarding property taxes.

Jamie Booth, City Manager also discussed showing what Strategic plans projects have been completed with the costs association to them.

Councilman Dan Lewandowski would like to discuss the millage rate for the upcoming fiscal year. He feels it is imperative to have a constant millage rate.

FY 2026-2027 Draft Budget

[11. FY 2026-2027 Draft Budget](#)

📎 [26-27-draft general fund budget_May 2026.pdf](#)

City Manager states he is working on the 26-27 budget. He is going to propose a 3% Cost of Living Allowance (COLA) and a 2% performance fund. He is also looking for any costs savings he can find.

It is suggested there be two funds set up.

1. Non-discretionary fund-have to be paid.

2. Discretionary-refurbishing or pet projects. Mayor Nina Rodenroth would like for each member of the city council to like to see funds used for.

a. Submit concept.

b. determine the amount and if there are any grants available.

c. the audience.

d. The timeframe.

Mayor Nina Rodenroth gave an example of what she would like to have done, a skate park. She believes the price would be around \$150,000.00.

Adjournment

12. Discuss moving Budget and Finance's June 23rd meeting's time to assist with Legislative Wrap Up in Orange Park.

It was agreed upon by consensus to move the Budget and Finance Meeting on June 23, 2026 to 9:00 am. This would allow time for council and staff to attend the legislative wrap up in Orange Park.

13. Adjournment, Mayor Nina Rodenroth

Mayor Nina Rodenroth adjourned the meeting at 11:11 am.