

City of Keystone Heights City Council

City Council Regular Meeting - Feb 03, 2025

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"

Call to Order: Mayor Rodenroth called the meeting to order at 6:00 PM.

Invocation led by: Pastor Evan Stanley

Pledge of Allegiance led by: Councilman Kussler

Roll Call:

Present: Mayor Nina Rodenroth, Vice Mayor Christine Thompson, Councilman Tony Brown, Councilman Elston "Speedy" Kussler and Councilman Dan Lewandowski

Absent:

Date: Feb 03 2025 (6:00 PM) **Video**

Consent Agenda

1. C1 - Event Application - Freedom 5k - Jordan Cooper Memorial Scholarship Fund, Inc

🔗 [Event Application - Freedom 5k - Jordan Cooper Memorial Scholarship Fund, Inc.pdf](#)

2. C2 - Meeting Minutes

🔗 [01.06.2025 City Council Regular Meeting Minutes.pdf](#)

🔗 [01.13.2025 City Council Special Meeting Minutes.pdf](#)

🔗 [2025.01.21 Heritage Commission Meeting Minutes.pdf](#)

3. Food Truck Application - Rauley's Twisted, Toasted and Smoked

🔗 [Food Truck Application - Josh Raulerson.pdf](#)

4. Event Application - Chautauqua and Pop-Up Museum

🔗 [Event Application - Chautauqua and Pop Up Museum.pdf](#)

Councilman Brown moved to accept the consent agenda as presented. Vice Mayor Thompson seconded the motion. **The motion carried 5-0.**

Committee Reports / Recommendations

5. Airport Authority

🔗 [As the Propeller Turns 2.25.pdf](#)

Councilman Lewandowski asked about the cease and desist order sent to the Firm by the Airport Authority. Attorney Komando clarified that the Airport Authority is working on the issue.

6. Heritage Commission

Chair Christine Arnold addressed the Council and gave updates on the Heritage Commission.
Upcoming events:

1. Fourth Grade Field Trip
2. Chautauqua and Pop-Up Museum

7. Save Our Lakes Organization

Scott Slater from the Save Our Lake Organization addressed Council and gave updates on the organization as well as read a letter from SOLO President Vivian Katz-James.

8. Friends of Keystone Heights

Deirdre Murphy gave a brief update to the Council on behalf of the Friends of Keystone Heights.

9. Planning and Zoning Board

Clerk Silva gave a brief update on Planning and Zoning.

10. 2025 Event Updates

🔗 [Events for 2025 for Council.pdf](#)

Event Coordinator Drew Bell addressed the Council regarding City Events in 2025.

Action Items

11. Heritage Commission Application Renewal - Christine Arnold

🔗 [Heritage Commission Renewal - Christine Arnold.pdf](#)

Councilman Brown moved to approve Christine Arnold's renewal to the Heritage Commission. Vice Mayor Thompson seconded the motion. **The motion carried 5-0.**

12. Heritage Commission Applications

🔗 [Heritage Commission Application Matthew O'Berry.pdf](#)

🔗 [Heritage Commission Application - John Silva.pdf](#)

🔗 [Heritage Commission Application - Samantha Key.pdf](#)

🔗 [Heritage Commission Application - Kimberly Willis.pdf](#)

Mayor Rodenroth spoke about the Heritage Commission applicants and asked if any applicants would like to introduce themselves.

John Silva addressed Council.

Matthew O'Berry addressed Council.

Vice Mayor Thompson moved to appoint John Silva to the Heritage Commission. Councilman Kussler seconded the motion. **The motion carried 5-0.**

Councilman Brown moved to appoint Kimberly Willis to the Heritage Commission. Councilman Kussler second the motion. **The motion carried 5-0.**

13. Cemetery Digital Tracking System and Upgrade (CemSites)

🔗 [CemSites Updated Quote - Jamie Booth.pdf](#)

🔗 [CemSites Proposal - Signature Page..pdf](#)

Cemetery Manager Matt Cole presented the CemSites upgrade to the Council.

Councilman Brown moved to approve the upgrade to CemSites. Councilman Kussler seconded the motion. **The motion carried 5-0.**

14. ADA Ramp / Fishing Pier Project

☞ [Proposal_Keystone Heights Park ADA Path_Final_signed by ICE_01102025.pdf](#)

Project Manager Beau Wright and Scott Slater gave an update to the Council regarding the ADA compliant sidewalks and fishing pier.

City Manager Van Zant briefly spoke about the ADA compliant sidewalk design.

Council had discussion about the topic.

Councilman Lewandowski moved to table this item until all three proposals are recieved from the engineering companies. Councilman Brown seconded the motion. **The motion carried 5-0.**

Council had further conversation about the topic.

15. City Clerk Evaluation Date for 2024 Performance Evaluation

☞ [PE Timelines 2025.pdf](#)

Mayor Rodenroth addressed the Council regarding the performance evaluation timelines for the City Clerk.

Attorney Komando stated that the evaluations will be on a one on one basis.

The Council agreed by consensus.

16. City Manager Performance Evaluation Document

☞ [COKH City Manager Performance Evaluation.pdf](#)

☞ [PE Timelines 2025.pdf](#)

Mayor Rodenroth briefly spoke about the timelines for the City Manager evaluation.

17. Mentorship for City Clerk

Mayor Rodenroth spoke about mentoring the City Clerk.

By concenses the Council agreed that Mayor Rodenroth would help mentor Clerk Silva.

18. Canvassing Board

Evan Stanley will contact Clerk Silva if he is able to serve.

Elston Kussler agreed to function as the alernate.

City Clerk Report

19. Logic and Accuracy Test - April 4, 2025 9:00 AM

☞ [Keystone Heights Comprehensive Draft Plan Outline - 02032025.pdf](#)

Council Comments:

Councilman Kussler had no comments.

Vice Mayor Thompson spoke about attended the Arbor Day Proclamation event, SOLO meeting and the Lake Geneva Owners Meeting.

Councilman Lewandowski provided a draft outline for the Comprehensive Plan and spoke about maximizing time spent with Janice Fleet. Councilman Lewandowski asked that the city advertise the Comprehensive Plan to the public to encourage thier involvement.

Councilman Brown stated that this is his last month as an acting Councilman as he is not running again.

City Clerk Report:

Clerk Silva spoke about the Logic and Accuracy testing to occur April 4, 2025.

20. Ballot Bag and Seals Pickup - February 24, 2025

Clerk Silva informed Council that she would need to pick up the ballot bag and seals from the Supervisor of Elections the week of February 24, 2025.

City Manager Report:

City Manager Van Zant provided Council an update regarding the Golf Course and informed Council that fencing is being placed around China Chef. City Manager Van Zant spoke briefly about Tallahassee and building relationships.

City Attorney Report:

Attorney Komando reminded the Council that Clay Day is April 23-24, 2025 and congratulated Mr. Ryan Knight for being an upcoming Council member.

Mayor Rodenroth adjourned the meeting at 7:45 PM.