

City of Keystone Heights City Council

City of Keystone Heights City Council Meeting, April 6, 2026

555 S. LAWRENCE BLVD. KEYSTONE HEIGHTS, FL 32656

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 Manager. Speakers are respectfully required to limit their comments to (3) three minutes.

The City Council prohibits the use of cell phones and pagers that emit an audible sound during all meetings, with the exception of Law Enforcement, Fire and Rescue or Healthcare providers on call. Persons in violation will be asked to leave the meeting.

Date: Apr 06 2026 (6:00 pm)

Call to Order-Mayor Nina Rodenroth

[1. Call to Order-Mayor Nina Rodenroth](#)

Mayor Nina Rodenroth called the meeting to order at 6:01 pm.

Invocation

[2. Invocation, David Meyer, Pastor 1st Assembly of God Keystone Heights, FL](#)

Pastor David Meyer, First Assembly of God, Keystone Heights, led the meeting in an invocation.

Pledge of Allegiance

[3. Pledge of Allegiance-Vice Mayor Welch](#)

Vice Mayor Dave Welch led the meeting in the Pledge of Allegiance.

Roll Call, Councilman Ryan Knight, Vice Mayor Dave Welch, Councilman Dan Lewandowski, Mayor Nina Rodenroth, Councilman Brandon Ludwig

[4. Roll Call-James Booth, City Manager](#)

City Manager Jamie Booth called the roll.
Councilman Ryan Knight-present,
Councilman Dan Lewandowski-present
Vice Mayor-Dave Welch-present
Mayor Nina Rodenroth-present
Councilman Brandon Ludwig-present

City Attorney-Rich Komando-present

Recognition

[5. Water Conservation-Proclamation](#)

📎 [2026 Water Proclamation.pdf](#)

Mayor Nina Rodenroth presented Mr. Craig McClain, from St. Johns River Water Management District, a proclamation from the City of Keystone Heights proclaiming April to be Water Conservation Month.

6. Keys to the City-David Kirkland and Scott Fryar

Mayor Nina Rodenroth presented Keys to the City to Mr. David Kirkland and Mr. Scott Fryar in recognition of their dedicated service and significant contributions to the Keystone Heights Airport Authority (KHAA) Board.

City Manager Report

7. City Manager Report, James Booth

Public Works: (Garret Cox and Team)

-Restriping of Nightingale and downtown Parking Area, Keystone Beach, and the Natural Park.
-Spring Clean Up of Natural Park and Keystone Beach (Many Positive Comments at Easter Sunrise Service)
Thank You note from the Chair of the Kiwani's Easter Sunrise Service reads "Thank you so much for allowing us to use the Keystone Beach for our Sunrise Service. Everyone was truly blessed." Love in Christ, Mary Leigh, and Lake Area Kiwanis.

Code Enforcement (Debbie Mullis)

Continue to work on issues such as too many broken down vehicles in front yards, dead or diseased trees, and yard waste discarded in city rights of way in front of houses.

Cemetery: (Matt Cole)

Irrigation System Fixed pending pre-emergent treatment to reduce sand spurs
Admin Building Doors replaced, and the building repainted
Vast improvements in grave site management to facilitate long-term maintenance

City Hall:

(Wendy and Tiffany) -Replanted the flowers at our front entrance
(Wendy) is leading the charge on quotes for the digital scanning of 100 years of our meeting minutes.
(Tiffany supported by Michelle) Spearheaded our transition away from Comcast to Verizon, saving us over \$700 per month.
(Tiffany) Has answered 10/32 RFIs for our audit start.
(Drew) Coordinated excellent Coffee with Commerce at Capital City Bank and has identified three dates for summer concerts (29 May, 19 June, 7 August), installed new Verizon internet for faster speeds and cost savings over the hotspot used over the last 7 months.

Projects

(Beau) Tennis Courts are complete and open to the public
Lake Geneva Restoration Project in the 3rd Week of C&S Site Prep's Efforts. Please take a look at the SOLO newsletter for pictures from about a week ago.
Pavement Assessment (data Collection) of our road network was completed by ICE last Monday and Tuesday.

Public Comments

8. Public Comments

Mrs. Debbie Beals
510 S Lawrence Blvd,
Keystone Heights, FL 32656

Mrs. Debbie Beals asked if it was possible for mirrors to be installed at intersections along South Lawrence Blvd. to prevent traffic accidents due to low visibility from the side streets. City Manager responded that they had walked the areas with FDOT, and the recommendations were to stripe off the adjacent parking spots to create additional visibility, as mirrors were not part of their traffic management tools/capabilities.

Consent Agenda

9. C1 - Approval of Minutes City Council Meeting March 2, 2026 6pm

📎 [Keystone Heights City Council Meeting March 2nd, 2026 Minutes.pdf](#)

The consent agenda was approved, with amendments to the minutes. (abbreviations spelled out. completed by Wendy Harris 4//7/2026).

Councilman Brandon Ludwig made a motion to approve.

Councilman Dan Lewandowski made the second with the minutes being amended.

Vote 5-0 all in favor, motion passed.

10. C2 - Kiwanis request for funds to cover police during July 4th and Christmas Parade

☞ [Christmas Parade 2026 Packet.pdf](#)

☞ [July 4th 2026 Parade Packet.pdf](#)

☞ [Amendment for Special Event Event for 2026 Parades.pdf](#)

The Consent Agenda was approved by the City Council, with amended minutes (abbreviations to be replaced with actual wording, Wendy Harris completed 4/7/26).

Councilman Brandon Ludwig made a motion to approve.

Councilman Dan Lewandowski seconded the motion, with the minutes being amended.

Vote 5-0 all in favor.

11. C3 - February Fiscal Documents

☞ [Feb 2026 Cemetery.pdf](#)

☞ [Feb 2026 CIP.pdf](#)

☞ [Feb 2026 CRA.pdf](#)

☞ [Feb 2026 General.pdf](#)

The consent agenda was approved, with amendments to the minutes. (abbreviations spelled out. completed by Wendy Harris 4/7/2026).

Councilman Brandon Ludwig made a motion to approve.

Councilman Dan Lewandowski made the second with the minutes being amended.

Vote 5-0 all in favor, motion passed.

Committee Reports / Recommendations

12. Planning and Zoning Report

Dr. John Zieser, Chairman of the Planning and Zoning Board, summarized the status of the Comprehensive Plan review. Councilman Lewandowski asked that the board keep the impacts of future airport/aviation industry growth in mind during the review process.

13. KHAA Board Update-General Eifert

(Major General Retired) James Eifert, Chairman of the Keystone Heights Airport Authority Board, summarized the status of several potential industrial developments at the airport. Erisha Group on the Bradford County side is still pending lease discussions. Silicone Beach (Jason Englehart) to be located on the 100 acres on the Clay County side, has been sent to the Federal Aviation Administration (FAA) for review. Discussions with Coons Aviation about their Crashed /Damaged Aircraft Recovery (CDAR) facility are ongoing. The council asked what they could do to help. General discussion about improving the permitting speed/process with Clay County. The City Manager recommended that this would be a good issue to discuss at the Quarterly Meeting between the city/airport/clay county.

Action Items

14. Formation of an Auditor Selection Committee

Formation of an Auditor Selection Committee

The City Council nominated Councilman Ryan Knight as Chair and Mr. Gregory Gay and Mr. Kieth Hatch as members of the Auditor Selection Committee.

Councilman Brandon Ludwig made the motion to approve.

Councilman Dan Lewandowski made the second to approve.

Vote 5-0 all in favor, motion is approved.

15. Revised City Fee Resolution (Food Truck Annual Fee Changes are in Red).

☞ [Amended Schedule of Fees for Food Trucks.pdf](#)

[@resolution-2026-01\(1\).docx](#)

Councilman Brandon Ludwig proposed reducing the fees of first-time local food truck applicants in the 32656 zip code from \$250 to \$150.

Councilman Brandon Ludwig made the motion to approve the amended schedule of fees, with the new fees in place.

Councilman Dan Lewandowski made the second.

Vote 5-0, all in favor, motion is approved.

16. Sidewalk Additions and Repairs

The council discussed the priorities for sidewalk expansion. Consensus was to add sidewalks to roads that do not have sidewalks (priority to Nightingale towards Sunrise Park/ Sunrise Blvd), then expand three-foot sidewalks to five-foot sidewalks with priority to sidewalks near schools.

Councilman Ryan Knight made a motion to approve.

Councilman Brandon Ludwig made a second.

Vote 5-0, all in favor, motion approved.

17. Opportunity Zone Support Letter

[@City Opportunity Support Letter.pdf](#)

Opportunity Zone Support Letter

Council supports the Opportunity Zone Letter of Support as amended to add in the Clay County Census tract for the Keystone Heights Airport. Motion passed. Councilman Knight asked the City Manager to investigate adding a tract in the Keystone Heights area.

Councilman Ryan Knight made a motion to approve the amended letter.

Councilman Brandon Ludwig made a second.

Vote 5-0, all in favor, motion passed.

18. July City Council Date; Septic to Sewer Workshop Date

[@City of Keystone Heights 2026 Calendar.docx](#)

Council motioned to approve changing the City of Keystone Heights Calendar to add a Septic to Sewer Workshop at 5:30 pm on Tuesday, May 12th and moving the regular July city council meeting from July 6th to July 13th.

Councilman Ryan Knight made the motion to approve.

Councilman Brandon Ludwig made the second.

Vote 5-0 in favor, motion approved.

City Attorney Report

19. City Attorney Report-Rich Komando

City Attorney Rich Komando had no reports at this time.

Council Comments

20. Council Comments

Councilman Ryan Knight summarized his efforts to develop an understanding of the Septic to Sewer transition process and a local interview with local media. Councilman Knight asked the city manager to scan the 2011 Clay County Utility Authority (CCUA) Septic to Sewer Conversion study and distribute it out to the city council for review. He also requested that the city manager cost-escalate the 2011 cost estimates from the CCUA study to the current cost.

Councilman Dan Lewandowski congratulated Public Works on their efforts to clean, repair, and replace old street signs. He stated that Spring Fling was terrific but had lower attendance this year than last year, which may have been due to the weather. He appreciated Drew Bell getting the summer concert series scheduled. He noted that we will have a midyear budget amendment ready for council approval at the next meeting. He asked if the City Manager had looked at the Orange Park City Limits Signs? The city manager stated that he had not, but the staff was investigating the Keystone Heights Signs at the entrances to town and determining how the program had been run in the past.

Vice Mayor Dave Welch- No comments

Councilman Brandon Ludwig - Thanks to the staff, Friends of Keystone Heights, and the Airport Staff for all their efforts to make the Spring Fling a success. He supports the digitization of city minutes and how it will open information about our city's history. He encouraged citizens to visit the National Oceanic and Atmospheric Administration's South Fork of the Black Creek gauge page and view streamflow information about when the project can begin pumping water in our direction.

Mayor Nina Rodenroth- Discussed the upcoming visit by the Keystone Heights High School Career and Technical Education (CTE) program field trip to City Hall on April 9th, as well as the 4th-grade field trip on April 23rd. She recently participated in the CTE's mock interview program. The mayor discussed her participation in Keystone Heights Airport Authority (KHAA) meetings with Clay County leadership and the Drone Industry Day. She also summarized County Manager Howard Wanamaker's recent presentation to the Lake Region Prosperity Partners (LRPP) monthly meeting.

Adjournment

[21. Adjournment, Mayor Nina Rodenroth](#)

Mayor Nina Rodenroth adjourned the meeting at 8:31 pm.