

City of Keystone Heights City Council

City of Keystone Heights City Council Meeting, May 11, 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: May 11 2026 (6pm)

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-James Booth-City Manager](#)

Jamie Booth, City Manager, gave an invocation for the meeting.

Pledge of Allegiance

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

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

Roll Call,

[4. Roll Call-James Booth, City Manager: Councilman Ryan Knight, Vice Mayor Dave Welch, Councilman Dan Lewandowski, Mayor Nina Rodenroth, Councilman Brandon Ludwig](#)

Jamie Booth City Manager, called roll:
Councilman Ryan Knight-present
Vice Mayor-Dave Welch-present
Councilman-Dan Lewandowski-present
Mayor Nina-Rodenroth-present
Councilman Brandon-Ludwig-present
City Attorney-Rich Komando-present

Recognition

[5. Swearing in of Mayor Nina Rodenroth and Councilman Brandon Ludwig](#)

Wendy Harris did the swearing-in for Mayor Nina Rodenroth (Mayor, also seat 4).

Wendy Harris did the swearing-in for Councilman Brandon Ludwig. (Seat 5).

Mayor Nina Rodenroth spoke about how honored and excited she is to be the Mayor for the next 3 years.

Councilman Brandon Ludwig stated he was honored to serve his saviour, the Lord Jesus Christ, and the residents of the city of Keystone Heights.

City Manager Report

6. City Manager Report, James Booth

City Manager Jamie Booth discussed with City Attorney Rich Komando and the new Supervisor from the Clay County Sheriff's office regarding consequences for the vandalism of the tennis courts and pavilion balcony. There was a consensus that, at a minimum, restitution should be made, with community service or some kind of consequence.

The Cemetery upgrades are going well. We have sold a couple of niches.

The Kiwanis have asked that the Flags along the Boulevard be flown from June 14-July 11th. This would help with the workload. Also, represent 250th America's Birthday Celebration.

The fiscal year audit is on track. Should be complete by June 30th.

The Audit Review Committee met and worked hard. They will meet again soon.

Lake Geneva Restoration: Boat Ramp off SR 100 area is complete and ready to burn.

The other areas may be ground up, but are pretty much done. 3 acres were too difficult to get to.

Public works is continuing to restriping parking spaces and clear out decades-old debris from drains.

Leathers and Associates assessed the Geneva Jungles state. They will send a report on the costs to renovate/rebuild or tear down and start over in the next few weeks.

Comprehensive Plan-Planning and Zoning are working hard to complete and have sent it to the state on time.

The Community Redevelopment Area (CRA), Community Development Block Grant meeting will be held on May 12. We are looking for grants to build/renovate a space for a community center, welcome center, and museum.

Comprehensive Flood Assessment- Chen Moore and Associates are closing in on the report. They will have boots on the ground next year.

Public Comments

7. Public Comments

Kyle Bennett

685 Pointeview Road

Keystone Heights, FL 32656

Mr. Bennett spoke to the council concerning a vacation home rental next door to his house. The prior weekend, the home was rented and used for an adult-only party, and tickets were sold for attendance. Mr. Bennett said there were issues with noise and parking. He said even though school was not in session the house is 1,000 feet from the elementary school. He stated he called CCSO, but was not happy with their response. He is requesting help from the City Council.

Consent Agenda

8. C1 - Approval of Minutes-Keystone Heights City Council meeting minutes April 6,2026

📎 [City Council Meeting April 6, 2026 Minutes.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.

Councilman Ryan Knight made a second to approve.

Vote 5-0, all in favor.

9. C2 - March fiscal documents

📎 [GF March 2026.pdf](#)

📎 [GF bal March.pdf](#)

📎 [CRA March 2026.pdf](#)

📎 [CRA bal March 2026.pdf](#)

📎 [CIP March 2026.pdf](#)

📎 [CIP bal March 2026.pdf](#)

📎 [Cemetery March 2026.pdf](#)

📎 [Cemetery Bal March 2026.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.

10. C3 - Holland-Pavilion Alcohol Request

📎 [holland alcohol request.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.
Wendy Harris notified Ms. Holland of the approval. 5/13/26.

11. C1 - George-Alcohol Pavilion Rental Request

📎 [Sandy George pavilion rental.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.
Wendy Harris notified Ms George of the approval by the City Council on May 14, 2026.

12. C2 - Beals Alcohol Request-Pavilion Rental

📎 [beals pavilion rental.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.
Wendy Harris called to notify Mr. Beals of the City Council's approval on May 13, 2026. There was not a voicemail set up. Mr and Mrs. Beals were in attendance at the City Council Meeting. WLH

13. C3 - Zurek-Alcohol Request Pavilion Rental

📎 [2026.05.24 Jennifer Zurek Pavilion \\$160.00 Balance Due.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.
Wendy Harris left a message notifying Ms. Zurek of the City Council's approval on May 13, 2026.

14. C4 - Sudak-Alcohol Request Pavilion Rental

📎 [NIKI SUDAK PAVILION RENTAL.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.
Councilman Ryan Knight made a second to approve.
Vote 5-0, all in favor.
Wendy Harris spoke with Ms. Sudak. She has repealed her request for alcohol. She stated it was checked by accident. wlh

15. C5 - Walsh-Alcohol Request Pavilion Request

📎 [Kerri Walsh.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.

Councilman Ryan Knight made a second to approve.

Vote 5-0, all in favor.

Wendy Harris notified Ms. Walsh of that the city council had approved her request to serve alcohol. She had to leave a voicemail. 5/13/2026

16. C4 - Spikes and Spurs Foundation 5K Reindeer Run

📎 [Event Application_Spikes and Spurs_2026.pdf](#)

📎 [Spikes and Spurs 5K Reindeer Trot Map.docx](#)

📎 [2026 Spikes and Spurs 5K Resolution.docx](#)

📎 [2026-11 Resolution Rd Closure 5k Reindeer trot.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.

Councilman Ryan Knight made a second to approve.

Vote 5-0, all in favor.

Wendy Harris, office manager, contacted Mrs. Thacker and told her of the approval.

17. C6 - Amvets-Memorial Day Ceremony Special Event Application

📎 [Amvet Memorial Day Special Event.pdf](#)

Councilman Brandon Ludwig made a motion to approve the consent agendas.

Councilman Ryan Knight made a second to approve.

Vote 5-0, all in favor.

Wendy Harris called and left a voicemail. 5-13-26.

Committee Reports / Recommendations

18. Planning and Zoning Report

Dr. Zieser, Chairman of the Planning and Zoning Board, was unable to attend.

Action Items

19. Annual Highway Lighting Maintenance and Compensation Agreement Work Order with FDOT

📎 [doc01569520260417080857-1.pdf](#)

📎 [ASP13 Highway Lighting WO and Exhibit A 2026-2027-1.pdf](#)

📎 [Final Executed ASP13 Highway Lighting WO and Exhibit A 2026-2027.pdf](#)

📎 [2026-06 sign maintaince resolution.pdf](#)

📎 [Execited ASP13 Highway Lighting WO and Exhibit A 2026-2027.pdf](#)

Councilman Brandon Ludwig made a motion to give Jamie Booth, City Manager, authority to proceed.

Councilman Ryan Knight made the second.

Vote 5-0 all in favor.

20. Interlocal Agreement for Fabrication of Custom Signs

📎 [KH Interlocal Custom Signs.doc](#)

📎 [2025-2026-158 City of Keystone Heights - Utilization of Clay Sign Shop - signed.pdf](#)

📎 [2026-08 signed resolution right of way.pdf](#)

Councilman Brandon Ludwig made a motion to approve.

Vice Mayor Dave Welch made the second.

Vote 5-0 all in favor.

21. Nightingale Project Permit Application Fee Reduction Resolution

- 📎 [2026 Keystone Heights_Per Capita Taxable Value Memo.pdf](#)
- 📎 [Final Resolution 2026-7 Permit Fee Reduction.pdf](#)
- 📎 [2026 -07 signed resolution sjrwmd fee reduction.pdf](#)

City Attorney Rich Komando read by short title.

Councilman Ryan Knight made a motion to approve.

Councilman Dan Lewandowski made a second.

Vote 5-0 all in favor.

22. Three-Year Road Maintenance Agreement with FDOT

- 📎 [BEXXX City of Keystone Heights 04082026-2.pdf](#)
- 📎 [2026-8 Resolution for FDOT ROW Maintenance Agreement.doc](#)
- 📎 [2026-08 signed resolution.pdf](#)

City Attorney, Rich Komando, read by title.

Councilman Brandon Ludwig made a motion to approve.

Councilman Ryan Knight made a second.

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

23. Resolution # 2026-09 Vision Zero Policy

- 📎 [20260511_Resolution 2026_09_Vision Zero Policy.pdf](#)

The resolution 2026-9 for Vision Zero was passed.

The resolution was signed by Nina Rodenroth, Mayor, and Jamie Booth, City Manager.

24. Keystone Heights July 4th Fireworks Proposal

- 📎 [Keystone Heights July 4th Proposal.pdf](#)

The City Manager, James Booth, is going to try to negotiate the price down to \$25,000 for the fireworks. The City Council had a consensus to approve the City Manager to proceed.

25. FY 25/26 Midyear Budget Amendment

- 📎 [25-26 budget amendment.xlsx](#)
- 📎 [Resolution 2026-10 FY Budget Amendments.docx](#)
- 📎 [2026-10 Budget Resolution.pdf](#)

The City Manager summarized that there were 78 changes to the budget. the general fund of this budget draws \$8,000 less off city reserves than the initial FY25/26 budget. Councilman Lewandowski supports approval of this budget but does not agree with the removal of \$6,000 for a parks and recreation position, nor the removal of \$6,000 for an economic development position. Still, he is willing to support the city manager with this amendment. The city will discuss these positions in future budget meetings.

City Attorney read the resolution by its short title.

Vice Mayor Welch motioned to approve the amended budget.

Councilman Lewandowski seconded the motion.

26. Grant Agreement (26PLN46)- City of Keystone Heights Vulnerability Assessment

- 📎 [26PLN46 -City of Keystone Heights Vulnerability Assessment-For Execution.pdf](#)

Councilman Dan Lewandowski made a motion to approve.

Councilman Brandon Ludwig made a second to approve.

Vote 5-0 all in favor. Motion Passed.

[27. Welcome to Keystone Heights Signs](#)

The City Council agreed by consensus to move this item to the November 2026.

[28. Date for Workshop on Event Kiosks](#)

The city council agreed on August 3rd on the Kiosk Workshop.

[29. Date for Special City Council Meeting \(CBDG Grant Approval 2nd Public Hearing-May 19, 2026\)](#)

The City Council approved the Special City Council Meeting for CDBG on May 19 2026

[30. Charter Review Commission Appointments](#)

This was passed to the next meeting.

City Attorney Report

[31. City Attorney Report-Rich Komando](#)

Rich Komando, City Attorney had no comments.

Council Comments

[32. Council Comments](#)

Councilman Ryan Knight mentioned the Septic to Sewer Special City Council Meeting on May 12th. He is looking forward to moving this item along. He stated he felt like there had been some nice events lately, especially the Chautauqua.

Councilman Dan Lewandowski thanked the council for agreeing to move this meeting so he could attend his son's graduation. He mentioned the Florida League of Cities dinner in Fernandina Beach was a nice event. He stated he appreciates the work done by the City Manager, the staff, and Ms. Janis Fleet.

Vice Mayor Dave Welch mentioned he enjoyed the Chautauqua. He also attended the National Day of Prayer. He was honored to be able to pray with others about our country, town, and the world. He would like to see more attendance next year. (1st Thursday of May).

Councilman Brandon Ludwig mentioned how much he enjoyed the fourth-grade field trip. He thanked the Heritage Commission for putting on this event. He was impressed by the ability of the Heritage Commission, school, and City Council to pivot in a time of adversity to avoid canceling the field trip. He also stated how much he and his family enjoyed the Chautauqua. He stated he learned a lot about the history of Keystone Heights, that even though he is a life long resident was unaware of. He enjoyed the music and the artist.

He mentioned the Keystone Heights Airport Authority and Camp Blanding interlocal agreement for wildfire (forestry) management. He also stated the airport needs a 6,000 ft runway.

He stated he would like to work on the Legislative Priorities for the City by August.

Mayor Nina Rodenroth stated she has been asked to be the keynote speaker for the PACE School for Girls' graduation. She is very honored to have been asked to speak.

She was very pleased with how the City Council, Heritage Commission, and the school pulled together to continue with the fourth-grade field trip. She felt it was a success.

She was also pleased with the Career Technical Education (CTE) field trip to City Hall.

The Mayor was extremely happy with the success of the Chautauqua. She stated that with the success, we are also fulfilling parts of our strategic plan.

She stated she was asked to be a speaker at the Conference for Histology. She said part of her speech was about the diversity of her professional career path. She told the audience she never imagined she would be the mayor of a city. She gave them key points of the recent successes of the City improvements, from projects, reputation, staff retention, and relationships with the public, such as the story of the elementary student, Violet.

Adjournment

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

Mayor Nina Rodenroth adjourned the meeting at 840 pm.