

City of Keystone Heights City Council

Keystone Heights City Council Meeting Aug 4, 2025, 6pm

555 S. LAWRENCE BLVD. KEYSTONE HEIGHTS, FL 32656

Date: Aug 04 2025 (6 pm)

Call To Order

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

Meeting was called to order by Mayor Nina Rodenroth at 6:00 pm.

Invocation

[2. Invocation-Beau Wright, Deputy City Clerk](#)

Beau Wright, Deputy City Manager led the meeting with an invocation.

Pledge of Allegiance

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

Vice Mayor Elston Kussler led the meeting in the Pledge of Allegiance.

Roll Call

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

Roll call was performed by James Booth, Interim City Manager.

Mayor Nina Rodenroth, present.

Vice Mayor Elston Kussler, present.

Councilman Ryan Knight, present.

Councilman Dan Lewandowski, present.

Councilman Dave Welch, present.

Public Comments

[5. Public Comments](#)

No public comments.

[6. Public Hearing-Ordinance PUD Sunrise Estates](#)

☞ [Staff report - Sunrise Estates Rezoning - PUD to PUD -Council.pdf](#)

☞ [PUD Application.pdf](#)

☞ [PUD Ordinance - 2022-595.pdf](#)

☞ [Ordinance 2025-608 Rezoning Sunrise Estates PUD to PUD.docx](#)

-**Applicant:** Joe Wiggins, Joe Wiggins Construction. ?

-**Proposal:** Rezoning 13.88 acres on Sunrise Blvd to allow for 60 residential units (44 single-family detached, 16 townhomes).

-**Staff Report:** Presented by City Planner Janis Fleet. ? Recommendations included compliance with the Comprehensive Plan, tree mitigation, and land development regulations. An updated site plan will be provided ahead of the second reading. ?

Discussion: Council members raised concerns about traffic, sinkholes, and prior conditions from the 2022 PUD, Staff committed to ensuring that future agenda packets will have complete PUD documents with all attachments and the PUD will require all conditions from the 2022 PUD will carry forward into the new PUD. The builder, Mr. Joe Wiggins, summarized the makeup and location of the multifamily buildings and his willingness to accept additional conditions dealing with the potential sinkhole. Townhomes would be in the \$250,000 to \$275,000 range and the single-family homes would start at \$275,000 and go up to \$450,000. ? Public comments included concerns about pedestrian safety and traffic control.

-**Motion:** Councilman Welch moved to adopt the first reading of Ordinance 2025-608 with staff and Planning & Zoning recommendations. The second reading will be September 18, 2025, ? Seconded by Councilman Lewandowski. ? **Motion passed unanimously. ?**

7. Public Hearing 2025 Amendment to the Community Redevelopment Area

📎 [2025 CRA Plan Update Approved June 23-1.pdf](#)

-**Summary:** Interim City Manager James Booth presented the updated Community Redevelopment Area (CRA) Plan, focusing on streetscape improvements, park upgrades, economic development, and infrastructure.

-**Discussion:** Elimination of previous audit findings regarding carry forward funds was discussed. There were no public comments.

-**Motion:** Councilman Lewandowski moved to adopt the updated CRA Plan. ? Seconded by Councilman Knight. ? **Motion passed unanimously. ?**

Consent Agenda

8. C1 - Pavilion Rental Alcohol Request

📎 [Burnham Baby Shower Pavilion.pdf](#)

-**C1 – Pavilion Rental Alcohol Request.** Councilman Lewandowski asked if the deposit had been paid? City Manager committed to following up with the Councilman after the meeting.

-**Motion:** Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously. ?**

Deposit was forwarded to Interim City Manager, James Booth, who forwarded to Mayor and Council members. It was also added to packet.

8/6/25 called resident. wlh

9. C2 - Road Closure for Boo on the Blvd

📎 [doc00812420250711095158.pdf](#)

📎 [Map of 2024 Boo on the Blvd.pdf](#)

📎 [doc00812620250711095620.pdf](#)

🔗 [2025 boo on the blvd resolution.docx](#)

-Motion: Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ? Spoke with Debbie Beals, Kiwanis

10. C3 - May 2025 Financials

🔗 [May 2025 Financials.pdf](#)

Kudos to Mrs. Tiffany Coleman, fiscal clerk, for a job well done.
Approved by consent agenda.

11. C4 - June 9, 2025 City Council Meeting Minutes

🔗 [Agenda Plus - June 9, 2025 City Council Meeting.pdf](#)

-Motion: Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
-Approved by consent agenda.

12. C5 - June 17, 2025 Heritage Commission Meeting Minutes

🔗 [Keystone Heights Heritage Commission Meeting Agenda June 17,2025.pdf](#)

Motion: Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
approved by consent agenda.

13. C6 - Keystone Heights City Council Special Meeting Minutes June 30, 2025

🔗 [KH Special Council Meeting June 30, 25 Minutes.pdf](#)

-Motion: Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
Approved by consent agenda.

14. C7 - Keystone Heights City Council Special Meeting Minutes July 10 25

🔗 [Budget and Finance Committee Planning for 2025-2026, July 22, 2025.pdf](#)

Minutes have been added to September 18, 2025 City Council Meeting.

15. C8 - Budget and Finance Committee Planning for 2025-2026 Fiscal Year July 22, 2025 minutes

🔗 [Budget and Finance Committee Planning for 2025-2026, 2025.07;22.10 00 am.pdf](#)

-Motion: Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
Approved by consent agenda.

16. C10 - Keystone Heights City Council Special Meeting 7/25/25 2:30 pm

🔗 [Keystone Heights City Council Special Meeting July 25,2025.pdf](#)

Approved by consent agenda.

17. C11 - Keystone Heights City Council Special Meeting 6/23/25 7pm

🔗 [KH Special City Council Meeting June 23, 2025 minutes.pdf](#)

-**Motion:** Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
Approved by consent agenda.

18. C12 - Planning and Zoning Board Meeting, June 16, 2025, 6pm

🔗 [Planning and Zoning Board Meeting, June 16, 2025, 6pm Minutes.pdf](#)

-**Motion:** Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
Approved by consent agenda, with spelling of Dr. John Zieser's name corrected.
The corrections have been made.

19. C13 - June 2025 Financials

🔗 [June 2025 Financials.pdf](#)

-**Motion:** Councilman Lewandowski moved to approve the consent agenda with stated amendments. ? Seconded by Councilman Knight. ? **Motion passed unanimously.** ?
Approved by consent agenda.

20. Corns Pavilion Rental-Alcohol Request

🔗 [2025.10.18 Corns, Melissa Pavilion Rental Application.pdf](#)

Approved by consent agenda.
Spoke with applicant 8/8/25

Committee Reports / Recommendations

21. Solo Update Scott Slater

Mr. Scott Slater did not attend.

Action Items

22. Lake Geneva Restoration Project-Contract Action

-**Summary:** Interim City Manager James Booth recommended rejecting all bids for the tree removal contract due to high \$1.6M cost and pursuing an individual permit for cost-effective options.

-**Motion:** Councilman Knight moved to reject all bids. ? Seconded by Councilman Kussler. ? **Motion passed unanimously.** ?

23. Kiwanis "The Colors on the Boulevard" Proposal

🔗 [Kiwanis_The Colors on the Boulevard.pdf](#)

-**Summary:** Mr. Keith Hatch of Kiwanis requested \$2,500 annually to raise 50 flags along Lawrence Blvd. on several federal holidays each year. ?

-**Motion:** Councilman Knight moved to approve the proposal with an annual renewal. ? Seconded by Councilman Welch. **Motion passed unanimously.** ?

24. City Public Information Officer Support

-**Summary:** Interim City Manager James Booth sought consensus to hire Katherine Wills as Public Information Officer for \$500/month. ? **Consensus reached.** ?

[25. Council to award tennis court reconstruction](#)

- Summary:** Deputy City Manager Beau Wright recommended awarding the contract to NIDY Construction for \$118,300.
- Motion:** Councilman Kussler moved to approve the contract. Seconded by Councilman Knight. ? **Motion passed unanimously. ?**

[26. New applicant for Heritage Commission-Ekaterina \(Kat\) Glenn](#)

🔗 [Heritage+Commission+Application+\(updated\)-1.pdf](#)

- Heritage Commission:** Kat Glenn appointed.
- Motions passed unanimously. ?**

[27. New Applicant for Planning and Zoning-Dr. Geraldine Robbins](#)

🔗 [P and Z application-2.pdf](#)

- Planning & Zoning Board:** Dr. Geraldine Robbins appointed. ?
- Motions passed unanimously. ?**

[28. Contract for Gatorland Ski](#)

🔗 [Gatorland 07222025.docx](#)

🔗 [SCUSSVC25073010070.pdf](#)

🔗 [SCUSSVC25073010071.pdf](#)

🔗 [Document_250730_094031.pdf](#)

🔗 [Document_250814_081401.pdf](#)

- Summary:** Approved for the fall festival, sponsored by Amvets. ?
- Motion:** Councilman Lewandowski moved to approve. ? Seconded by Councilman Knight. ? **Motion passed unanimously. ?**

[29. 205 SW Magnolia Ave. Office Space Lease](#)

🔗 [Magnolia Lease.pdf](#)

- Summary:** Approved a two-year lease for \$650/month at 205 SW Magnolia Ave. ?
- Motion:** Councilman Lewandowski moved to approve as amended (grammar error and clarification on who pays for sewer and water). ? Seconded by Councilman Knight. ? **Motion passed unanimously. ?**

Discussion Only

[30. Discussion Only](#)

- Topics Discussed:** Not addressed.

Council Comments

[31. Council Comments](#)

-Highlights: Councilman Kussler praised staff and community events. ?Councilman Lewandowski announced his new position at Embry Riddle, suggested applying previously approved consumer price index adjustments to city council pay scales, and expressed his disappointment with not bringing a museum to the city. ?Councilman Knight commended the staff for making the audit process go the way it should, urged the public to pay attention everything happening in the city in the next few months. Mayor Rodenroth emphasized small business success, shared her plans to visit businesses along Lawrence Blvd, and shared updates on airport development discussions.

City Manager Report

[32. City Manager Report](#)

-Highlights: Legislative priorities and grant applications. ?Updates on audits, food truck ordinance, and infrastructure projects. ?Announcement of an open Airport Authority Board seat. ?

City Attorney Report

[33. City Attorney Report](#)

-Highlights: Reminder about airport land use restrictions. Confirmation of council pay adjustments based on CPIU index. ?

Adjournment

[34. Adjournment](#)

Meeting adjourned: 8:28 pm.

Prepared by: Keystone Heights Office Manager **Approved on:** [Insert Date]