

City of Keystone Heights City Council

Keystone Heights City Council Special Meeting 7/10/25-11:00 am

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS MORNING'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:

Roll Call:

Present:

Absent:

Date: Jul 10 2025 (11:00 am)

Public Comment

1. Public Comments

Call to Order

Vice Mayor, Elston Kussler called meeting to order at 11:16 am

Roll Call

Charles Van Zant, City Manager called roll.

Vice Mayor, Elston Kussler present

Councilman, Ryan Knight present

Councilman, Dan Lewandowski present

Mayor, Nina Rodenroth absent

Councilman, Dave Welch, absent

Action Items

2. Lease Agreement for Office Space

📎 [205 SW Magnolia Ave City Lease 06292025.pdf](#)

Councilman Lewandowski motioned to discuss Lease Agreement. Councilman Knight seconded the motion. Councilman Lewandowski questioned the \$1,000 modifications/improvement charge. He does not see in lease except in the front of the Lease.

Jamie Booth, City Engineer checked the lease. He stated it was on the 1st page of the attachment. It was shared costs. Mr. Booth will follow up to clarify the amount and the agreement with the Landlord.

Councilman Lewandowski questioned the security deposit, there is none.

Page 2 section one, any special event by tenant or Victory Way Church shall be scheduled 30 days in advance. He would like this reduced.

Mr. Booth explained there is a common area we have access, large room and kitchen. We will follow up and coordinate. They have been very flexible with us.

Councilman Lewandowski would like added instead of will it should be shall have. This would benefit both the church and the City.

City Manager, Charlie Van Zant referenced the July 4th preparation. This is why there would need to be conversation.

Councilman Ryan Knight is uncomfortable with the right of refusal. He would like the words to be, we will give them notice if possible. The lease is between us and the owner of the property. He would like language in which we will not have any confusion.

Mr. Booth, repeating: language should be, if possible provide notice within 30 days. Councilman Knight would like this taken to Rich Komando and ask him how he would like us to word this. The other tenant should not have a check on us.

Councilman Lewandowski there are a few times during the week the church will be using the area. We are not being charged for the area. He feels we need to work with the church.

Councilman Knight does not want them to come back and state we have not kept our deal.

Page 4, Section 5 Item C

Parking will be identified by the landlord. Do we know how many spaces, when will they be identified.

Mr. Beau Wright, Deputy City Manager, state there is plenty of property.

Page 4 Section B: We must clean up after ourselves when using the common areas.

Page 5 Section 11: Alterations, additions and improvements temporary or permanent shall become the landlord's property. He would like clarification.

Charlie Van Zant, City Manager states we can tweak the language or we can continue to go through the lease and bring it back Aug 4th

Councilman Lewandowski motions to withdraw the discussion motion. Councilman Knight seconds. All voted in favor.

The Lease Agreement will be brought back during August 4th meeting.

3. Deed Restriction/Mural

🔗 [final deed restriction mural.pdf](#)

Vice Mayor Kussler reads info.

Councilman Lewandowski motions as written.

Councilman Knight seconds motion.

all approved.

Councilman Lewandowski felt it should have been more years, this is not deterring his vote.

4. Keystone Heights Airport Authority and Clay Electric Easement Agreement

🔗 [20-0134 ELECTRIC DISTRIBUTION EASEMENT SD \(002\).pdf](#)

Charlie Van Zant, City Manager was asked to discuss item. He deferred to Mr. James Booth, City Engineer as he has been more involved. This item was brought before council in May 2025. It was tabled as Rich Komando, City Attorney our attorney wanted work done on the legal description.

Mr Booth states the description was not a typical legal description. The new right turn lane needs utilities. A survey went out and provided the legal descriptions of the easement.

Councilman Knight asked if the easement touches on any other easements within the airport. Mr Booth states this runs along the existing road. The FAA has to be involved.

This is north of the primary/secondary runways, per Mr. Van Zant.

Councilman Lewandowski questions as this is located in Bradford County. Are there any requirements for Bradford County to be involved?

Mr Booth states this easement will be filed with the Clerk of Court of Bradford County.

Councilman Kussler moves to motion, Councilman Knight moves, Councilman Lewandowski seconds, all vote aye, motion is approved.

Meeting Adjourned: