

**Minutes**  
**KEYSTONE HEIGHTS CITY COUNCIL**  
**555 S. Lawrence Blvd., Keystone Heights, Florida**  
**Monday, May 19, 2008 – 6:30 pm**

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**ROLL CALL – Mayor Mary Lou Hildreth, Vice Mayor Tony Brown, Councilman Bruce Harvin, Councilman Lyndel Hale, Councilman Don Johnson, Asst City Manager Annette Ricks, City Clerk Karen Nelson and City Attorney Stacie Drawdy.**

**Invocation** by Paul Coleman, Friendship Baptist Church.

**Public Comment from visitors, City and Non-city:** Joan Jones introduced the Little Spouts who presented each council member with a plant. Ms. Jones announced on June 7 at 11:00 am the Garden Club will hold its annual Butterfly seminar at City Hall.

**Awards and recognition: National Garden Week Proclamation** - Joan Jones, representing the Garden Club was presented the National Garden Week proclamation read by Mayor Hildreth.

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**1. PUBLIC HEARINGS:** None

**2. CONSENT AGENDA –**

- A. Approval of City Council minutes – May 5, 2008, Sp Mtg. March 24, 2008, B & F April 1, 2008  
Growth Management April 7, 2008, Environmental Feb 25, 2008
- B. Approval of accounts payable

**Vice Mayor Brown moved to approve the consent agenda. Councilman Johnson requested to pull the minutes of May 5, 2008. Seconded by Councilman Harvin. Voice vote. Passed unanimously.**

Councilman Johnson stated it was March 24 minutes not May 5, 2008. **Mayor Hildreth withdrew the prior motion on the balance of the consent agenda.** Mayor Hildreth pulled the minutes from March 24 and May 5, 2008.

**Councilman Hale moved to approve the balance of the consent agenda. Seconded by Councilman Johnson. Voice vote. Passed unanimously.** Councilman Johnson noted a change on page 4 of the minutes of March 24, changing the word two to three. **Mayor Hildreth moved to approve the March 24 minutes. Seconded by Councilman Harvin. Voice vote. Passed unanimously.**

Mayor Hildreth noted typo's in the minutes of May 5, changing the word change to command, and the word me to city manager. **Councilman Johnson moved the minutes of May 5. Seconded by Vice Mayor Brown. Voice vote. Passed unanimously.**

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**3. Mayor's report - Mayor Hildreth**  
**MAYOR'S REPORT, MAY 19<sup>TH</sup>, 2008**

Mayor Hildreth reported the Department of Community Affairs has completed its review of the Evaluation and Appraisal Report (EAR) and found the cities report efficient. The city will now move forward with the comprehensive plan amendments.

**INTERN:**

Introduction: Amanda Sayles, recent graduate of Appalachian State University in Boone, North Carolina with Major in Political Science. She will be the Mayor's intern through August. Currently she will be assisting with the following tasks: 1. Peer City Review, 2. Citizen Survey and 3. CRAB research. She will also be "shadowing" Susan Fraser, Fritz Behring, John Boles and others at the county and municipal level.

**SJRWMD**

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They are in the process of proposing amendments to irrigation rules – more stringent ones in an effort to increase water conservation. Public workshops are listed on their website.

**FDOT TRANSPORTATION ENHANCEMENTS**

Once again, we were “left out of the loop” for this year’s application cycle. Pursuant to the copy of my letter to Mr. Behring, I have requested it be on the next agenda for the BCC in order to have a letter of support generated and sent with our enhancement requests to FDOT to be considered for inclusion in the next 5 year program plan.

**RAILS TO TRAILS**

Met with FDOT to plan ribbon cutting ceremony. Tentative dates are June 14<sup>th</sup>, June 21<sup>st</sup> or July 19<sup>th</sup> at 10:00 a.m. at Twin Lakes Park (the trail head). Media will be notified and local dignitaries will be invited. We are hoping to have entertainment, refreshments, some brief speeches followed by the ribbon cutting and an inaugural ride. Dust off your bicycles.

**MY HOMETOWN HELPER**

We did not receive funding the third time around either. Will be looking for other funding sources for skate park ramps. We may have to wait until time to submit another FRDAP.

**150<sup>th</sup> CELEBRATION**

Reminder: In addition to the normal Our Country Day activities we will be celebrating Clay County's 150<sup>th</sup> birthday. We will have music throughout the day at the beach and “passive” plant booths at the nature park. We are also calling on all non-profit organizations to set up an information table from 8:30 a.m. – 4:30 p.m. at no charge. This is an opportunity to showcase your history, discuss your mission and recruit new members. Please call 473-8095 to assure that a spot is reserved for your group. More information complete with schedule and applications for events can be found at [www.ourcountryday.com](http://www.ourcountryday.com).

**4. OLD BUSINESS – no report**

**5. COMMITTEE REPORTS**

A. Environmental and Lakes - Councilman Hale reported he received a letter from Senator Lynn and from the Governor's office and is disappointed we did not receive the Governor's support. SJRWMD and the City will sponsor a meeting on June 13 at 9:30 am called Hydrology 101 focused on the lake area. Councilman Hale stressed the importance of this seminar in reference to the low water level that continues to drop. Councilman Hale stated he will continue to request funding from DEP, SJRWMD and the Governor's Office.

**6. NEW BUSINESS**

A. Appointment of Heritage Commission members - Mayor Hildreth  
**Vice Mayor Brown moved to appoint Steve Hart and Stephanie Van Zant to the Heritage Commission. Seconded by Councilman Harvin. Voice vote. Passed unanimously.**

B. **Mandatory training for volunteer Boards** -Councilman Harvin reported the city needs to hold mandatory training on the Sunshine Law with all the city committees and boards, City attorney has volunteered to hold the classes. Councilman Harvin would like to task the City Manager to research seminars or alternatives to educating city volunteers on the Sunshine Laws. The council all agreed.

C. **FLC Communication Auditing Service** -Mayor Hildreth reported receiving information from the FI League of Cities regarding an offer to review city communication services (telephone, internet and cell phone cost) and prepare a cost saving audit. This is done by contract with FI League of Cities and is provided at no cost to the city unless a saving is recognized. Mayor Hildreth requested the City Manager to review this program and make a recommendation at the next city council meeting.

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D. **City Manager Weekly Report** - Mayor Hildreth recommended the City Manager prepare a weekly report to the city council to keep all informed on important items. Included in the council books are sample of the county manager reports. All council agreed the city manager will prepare weekly reports.

E. **City Park Recycle Bins** -Mayor Hildreth recommended recycle bins at the beach and in the parks. Mayor Hildreth requested the city manager review the option of placing recycle containers in the city parks. All council agreed.

F. **M & S Bank Resolution for CD** -Mayor Hildreth moved to approve the **M & S Bank resolution for a CD renewal. Seconded by Councilman Harvin. Voice vote. Passed unanimously.**

G. **Unsafe downtown building - City Manager.** City Attorney Stacie Drawdy read a letter prepared by Attorney Rob Bradley regarding the unsafe building. The letter is attached for the record. Jack Camplesi owner of building at 260 S. Lawrence Blvd, notified the council the building is closed and locked and a proposal for renovation is being prepared. **Mayor Hildreth moved to table this item for the next agenda,**

**7. City Manager and City Attorney Reports and/or other Correspondence.**

A. City Attorney Rob Bradley report - Stacy Drawdy and Gordon Jesperson  
Ms. Drawdy stated a memo from City Attorney Rob Bradley regarding the Keystone Heights Airpark Authority membership will be sent to the city council by the end of this week.

**Councilman Harvin moved to waive the rules to place an item on the agenda. Seconded by Vice Mayor Brown. Voice vote. Passed unanimously. Councilman Harvin moved to nominate Mayor Mary Lou Hildreth as Mayor of the Year through the FI League of Cities. Seconded by Vice Mayor Brown. Voice vote. Passed unanimously.**

B. **City Manager report – no report**

C. **April 2008 monthly financials** – Mayor Hildreth requested an update on the Waste Management billing reflecting running in the red. Asst. City Mgr. Annette Ricks reported CUA has been approached to add the waste billing to the water bills and have not received a final response. Also, reported the County does not want to add to the tax bills unless the city uses Advanced Disposal. Councilman Johnson questioned council concerns by using Advanced Disposal. **Place Waste Management billing proposal on the next agenda.**

Mayor Hildreth announced the KHHS baseball team will be going to state playoffs; if they win tonight they will play for the championship tomorrow night. (KHHS is the only public school in the playoff finals.) **Place item on the next city council agenda to honor the baseball team.**

Councilman Johnson reported a yard off Nightingale Street and Orchid Avenue has placed a lot of garbage out that has not been picked up. Ms. Ricks reported the resident has contacted Waste Management and the trash will be picked up.

Mayor Hildreth stated the Code Enforcement report shows no repeat offenders, please have the city manager follow up on this.

Councilman Hale wanted to confirm that all council agrees to move forward with the watershed study by Mr. Schreuder. Mayor Hildreth said it was the same CBIR submitted in January. All council agreed.

Adjournment at 7:30 pm.

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Mayor Mary Lou Hildreth

Attest: \_\_\_\_\_  
City Clerk, Karen Nelson