

**MINUTES
KEYSTONE HEIGHTS CITY COUNCIL
MEETING**

**555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 20, 2023, 6:00 p.m.**

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 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

Call to Order: 6:00 pm

Invocation led by: Councilman T. Brown

Pledge of Allegiance led by: Councilman Hart

Roll Call: City Manager - Present: Mayor Rodenroth, Vice Mayor Thompson, Councilman T. Brown, Councilman Hart, Councilman Lewandowski.

1. Public Comments

- a. Evan Stanley, resident, commented on Ordinance 2023-604. Technically Section 975 referring to parking areas, item 5 is a bicycle. Should be able to use a bicycle at the park. Item 9 on the list Disagree with the solution, it is banning children from the park under 18 should be allowed to play in the park without a person 21 or older to supervise. Suggests neighborhood watch, or some type of law enforcement using foot patrol.
- b. Shawn Hubner voiced his concern regarding a potential new municipal building, not to consider it in this spot., or a two-story building.
- c. Christine Arnold, resident, Discussed the disinformation that was shared on Facebook. The city website needs to be fixed. Had difficulty finding the ordinances.
- d. Diedra Murphy, resident, commented that all the city lots are being sold or under contract. The businesses have the city sewer, The residents that would like a city sewer should have that option. Lastly, the park ordinance she doesn't agree with having a parent to supervise. Need support from the sheriff's office.
- e. Doug Conkey, Intergovernmental Coordinator of the St Johns River Water Management District, He said that Rob Bradley was re-elected as chair to the St. Johns River District Management Board. He is doing great things for the water district. November 5, 2023, turns back the clocks and that would also deter watering. Wishes everyone a Happy Thanksgiving.
- f. Dr. John Zisser, he enjoys seeing the kids play in the parks. The tennis courts and the basketball courts would not be able to be used if this ordinance goes into effect.
He said that the council needs to consider a new roof not a new building or repair other issues. Minutes are needed promptly on the website.
- g. Peggy Bach, resident, does not agree with the ordinance. I work with these kids, and I have got to know these kids personally. They come from broken homes. The basketball hoops they get to have a good time. We should hire a retired police officer or some kind of security. Have volunteers help. The kids that use the park need some place to go and find enjoyment from using the fishing pier, playing basketball. Maybe consider offering fishing tournaments for the kids. Help the kids get involved. They need the park, and we don't need this ordinance to keep them away.

Comments from the Council: Councilman Brown received a call from Congressman Aaron Bean asking what we need in Keystone. An idea of a new city hall was discussed. There is no plan in place this was an idea. A conversation that occurred. He would like to see the community come to meetings and get involved and then be able to understand a little better instead of using Facebook as a platform to blast people. The council is to plan ahead for the future.

Councilman Lewandowski thanked the 7 people who spoke this evening.

Vice Mayor Thompson said she is happy to see the people here this evening. A lot of false information out there. Come to the meetings and learn.

Councilman Hart, sub 9 on the parks. Prosecution is in the hands of the police and state attorneys. This is to put more people on notice. The code enforcement is not strictly enforced. It is not intended for a child to go to the fishing pier to fish.

Mayor Rodenroth said that social media, email, and in person conversation have falsely influenced the community. There have been no decisions made for City Hall or a sports complex. We were seeking architects' concept for consideration.

If this is a good idea for our taxpayers, we will share that with the community.

There is a lot to go into the decisions. We submitted an RFQ for consideration for our parks. Money for this project has already been identified. The goal is the money comes from grants and Federal money. Smart City Digital Twin this is not a 15-minute city. You are on camera everywhere you go. We don't care where you go. We use it for drainage issues, a light out on a corner, it will help us locate these issues. It is a huge advantage to have something like this for our city. The City Manager is always keeping the taxpayers' concerns a top priority. Behind the scenes she is the heartbeat of the community. Ms. Rutkowski and her team make everything happen for us in Keystone. It is so unfortunate that people try to dismantle everything she does in the city. In January Ms. Rutkowski and myself are working with the sheriff's office to get data on the crimes to see about putting together a possible task force from the community.

Councilman Hart addressed the Ordinance issue, that you need to go to the town website and go to the community tab. Regarding the vandalism, there is a statue for the parents to be liable. That may be something for us to consider since it may not be enforced.

- 2. Events/Pavilion:** Rotary Christmas Party. December 19, 2023, Motion for approval from Councilman Hart. Seconded by Vice Mayor Thompson. Vote: 5:0

3. Resolutions/Ordinances

- A. [Resolution 2023-604, Park Rules](#) Motion made by Councilman Hart to read by Title. Seconded by Vice Mayor Thompson. Read by Title by Attorney Rich Komando. This is the second reading. Discussion by council; Councilman Lewandowski stated there was a typo on the date, also there is an issue with alcoholic beverages not being permitted and radio or sound that goes more than 10 feet. Is there a waiver for either. Councilman Lewandowski doesn't agree with the language and for a parent to be present. He will vote No on this ordinance.
Motion was made by Councilman Hart to table this. Councilman Lewandowski seconded it. Councilman Brown said that we need to submit changes. Attorney Komando said it will then go back to the beginning with the first hearing, and subsequent second hearing. In January the council will review the changes that need to be considered and vote on this in February. Vice Mayor Thompson would like a workshop in January, counsel would like to see if the Clay County Sheriff's office can attend the workshop.
- B. [Ordinance 2023-605 Charter Amendments](#) Motion made by Councilman Brown to read by Title; Seconded by Councilman Hart. Attorney Rich Komando read by Title; Ordinance to put on the next general election ballot and amendment to the Charter removing the seat of the Florida National Guard and adding a city seat. Effective date January 2025. Motion made by Councilman S. Hart seconded by Vice Mayor Thompson Passed: 5:0

4. Appointments

- A. Planning and Zoning (2 vacancies) Elston Kussler, Ryan Knight; Motion by Councilman Hart to accept both; Seconded by Councilman T. Brown; Passed 5:0. Motion by S Hart to change the effective date to today; Seconded by Lewandowski. Passed 5:0

5. Consent Agenda

Motion made by Councilman Hart with the modifications as presented. (typos) and Seconded by Councilman Lewandowski. Vote Passed: 5:0

Financials September 2023

Payables September 2023

[Minutes](#)

[October 2nd Council Minutes](#) - 2 typos Item #6 Letter C (Keystone Heights) #9 (City)

[October 23rd Council Minutes](#)

[October 23rd Council Workshop](#) #4 typos Dierdra Murphy

6. City Business

- A. City Manager Position: The position with changes is included in tonight's packet. Nationwide search will be conducted. Research is in packet regarding salary. Qualifications were discussed. Description of the job, and timeline discussed going forward. Councilman Hart made a Motion to adopt the qualifications with the modifications for the position as Manager with the changes in the packet, seconded by Councilman Lewandowski, passed 5:0. Councilman Lewandowski made a motion for salary of \$60,000 to \$90,000, No second on the motion. Vice Mayor Thompson made a motion for \$65,000 to \$90,000 and Councilman Brown seconded it. Passed 5:0. Councilman Lewandowski made a motion that all applicants need to be in by Friday, midnight December 15, 2023, Seconded by Councilman Hart, Passed 5:0. Conversation with an interim Manager may be a suggestion. Interviews will be open to the public. There will be a workshop on December 20 at 10:00 to review resumes.
- B. The resignation of the current City Manager, Ms. Rutkowski will be January 10, 2024.
- C. City Clerk Update: November 28, Interviews with 4 individuals that have been selected. After the interviews there will be a workshop to decide the person for the City Clerk position. Mr. Komando will make the contractual agreement for that individual selected.
- D. [2023 City/CRA Audit Letters of Engagement](#) from the Auditor Reddish & White is in the packet. Motion from Councilman Hart moved to approve letter of employment. Seconded by Councilman Lewandowski. Passed 5:0
- E. Heritage Commission Museum Request: Diedra Murphy stated at the last meeting if you wanted to have a museum and you had said yes. The commission will be meeting tomorrow to discuss how to proceed,
- F. Fishing Pier Update: City Manager Rutkowski met with Vivian Katz James her timeline for RFP or the qualifications for the request for the dock submitted in January 2024.

7. Committee Reports/ Recommendations

- A. Budget & Finance; None to report; City Manager
- B. Growth and Management; None to report; Councilman Hart
- C. [Keystone Heights Airport Authority](#): Mr. Kuhn; updates on the self-serve fuel terminal have been ordered. Florida DOT added a total of \$400,000 for the generator projects, three generators within the next two years. Runway project underway at least of halfway done. We have made an Appropriations request with Senator Bradley and Representative Branden for Highway 100 infrastructure improvement. Keystone Heights Airport Authority and staff would like to extend their condolences to the Valentine family for their recent loss.

D. Planning and Zoning; Manager Rutkowski congratulated the council on the new members of the Planning and Zoning. Planning and Zoning meeting either 4th or 11th. Request for a use by exception, for storage units.

E. Heritage Commission Christine Arnold, Boo on the Blvd was a success. Commission meeting will be tomorrow. They will be putting the wreaths together and distributing them. The 2nd of December is our Associate Member Appreciation luncheon. We are networking with other local commissions and societies and will have other delegations come to our luncheon. Christmas Party December 16, at Palm Meadow Cottage. No meeting in December

8. Council Comments: Councilman Hart and Councilman Brown went to the Gary Cooper Memorial Dedication.

Vice Mayor Thompson spoke at the Veterans Day Memorial it was well attended.

Councilman Lewandowski wanted to thank you to all that worked on the Boo on the Blvd, Councilman Lewandowski cannot attend the February meeting due to a work conflict. Councilman Lewandowski attended the Adrian Valentine funeral this morning. Councilman Brown went to the elementary school for Veterans Day event, it was very touching event to watch the children and veterans. Please see the monument for Mr. Cooper. Ben Futch passed away; his services are this Wednesday. He was very knowledgeable of the cemetery.

Mayor Rodenroth attended a meet and greet for Mayor Jamie Watts, District 20 House of Representatives. She attended Keystone Heights Partnership Tour learned what they do for the students there. Case Middleburg ribbon cutting with Senator Jennifer Bradley who was very involved with that, also involved with the pumpkin painting as a Judge. Attended a Legislative meeting with Senator Bradley, Representative Garrison, and Representative Payne. Hosted minutes with the mayor, I hope to have more of a crowd. Florida League of Cities Meeting. Hosted a booth at the Reality Check at the high school. Presented at the Rotary Club. Will attend the Florida League of Meeting in Orlando

9. CCSO Update-Nothing to report.

10. City Manager Report- Lynn Rutkowski; Nothing to report.

11. City Attorney Report - Rich Komando; Wishes everyone a Happy Thanksgiving.

Meeting adjourned