

**MINUTES
KEYSTONE HEIGHTS CITY COUNCIL
Monday, February 5, 2024, 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

“Please turn off cell phones”

Invocation led by: City Manager Charlie Van Zant

Pledge of Allegiance led by: City Manager Charlie Van Zant

Roll Call: City Clerk Stephanie Silva: Mayor Rodenroth, Vice Mayor Thompson, Councilman Hart, Councilman Brown, absent Councilman Lewandowski

Public Comments: Mayor Rodenroth announced the new City Manager, Mr. Charlie Van Zant. City Manager Van Zant then proceeded to take the Oath of Office that was read by Mayor Rodenroth. Pictures followed.

Mayor Rodenroth presented Ms. Brook of the Keystone Women’s Club with a Women’s Club Proclamation. (in audible, parties away from the microphone) Pictures followed.

Evan Stanley, a resident of Keystone Heights, approached the council with discussion on the past topic of the age discretion at the city parks. He feels there needs to be a written ordinance and not a discretionary decision. He was thankful for the Master Plan and the Parks plan that was given at the last meeting. He had some ideas he would like to have considered regarding those plans. Mr. Stanley gave examples of ideas that would also bring the older kids to the parks.

Mayor Rodenroth thanked Mr. Stanley for his comments and suggested he come to the workshop, on February 28, 2024, where these topics may be discussed. Also, suggested he may like to get involved with a Task force.

1. Consent Agenda

- a. Financial November 2023**
- b. Payables November 2023**
- c. City Manager Contract**
- d. Airport Board Resignation**
- e. Lake Region Kiwiais Road Closure Request for July 4th , 2024.**

Motion was made by Councilman Brown to accept the Consent Agenda, seconded by Councilman Hart. Passed 4:0

2. City Business / Action Items

- a. Acquisition plan for the corner property located on 125 E. Walker Drive, Keystone Heights, Florida. Mayor Rodenroth and Councilman Lewandowski.**

Manager Van Zant asked for direction from the council on purchasing the property.

Mr. Hart made a motion to open the discussion on purchasing the property at 125 Walker Drive, Keystone. Seconded by Councilman Hart Passed 4:0

Mr. Patel, the owner of the corner property that the city wants to acquire, approached the council. Mr. Patel stated he is open to receiving bids on his property. The property was purchased by Mr. Patel two years ago for \$240,000. The property has been vacant Parking is owned by the Ace Hardware.

The council stated that if the city can acquire the property, the city would like to use it as a turn lane for the intersection.

Mr. Patel would like to have the same amount he paid for it, \$240,000.

Councilman Hart asked Mr. Patel if there had been any contaminants on the property and if he had a Phase 1 or Phase 2 inspection ever done. Mr. Patel said he had not but would be open to having a Phase 1 inspection done. Councilman Hart request that Phase 1 be done on the property. That cost could be split by the city.

Questions were asked by Councilman Brown to Mr. Patel and the listing agent, Tom Germano. Mr. Tom Germano provided the comps for the property. Councilman Brown said he would like the city to purchase this property for a turn lane. There will also be demolition costs to the city per Attorney Komando. Mr. Brown concluded with, he would like to see the city buy it.

Motion made by Councilman Hart to authorize the city manager to negotiate a purchase and sale agreement subject to the results of the due diligence and a phase 1 inspection. Seconded by Vice Mayor Thompson. Passed 4:0

b. 2024 Scheduled City-Wide Events – Mayor Rodenroth

Councilman Hart made the request, that the Community Band have the pavilion for rehearsals and 4 concerts for this year on Thursday evenings. Manager Van Zant said they will come up with a calendar for the year.

c. City Engineer Discussion – Councilman Brown

Hold off until the next meeting.

d. Florida League of Cities – February 24, 2024

Will be held at the Armory in Starke, Florida, City Clerk Silva has sent in the RSVPs.

e. Women’s Club Proclamation – Mayor Rodenroth (done earlier in the meeting)

3. Old Business

a. July 4th Discussion – Councilman Brown.

The parade's theme will be the Sound of Freedom, supporting Camp Blanding. City Clerk Silva had discussed the performance by Paul Wayne, Duval County Line Band. He has performed at past Jaguar games. Mr. Wayne will be attending the March or April council meeting to introduce himself.

4. Committee Reports / Recommendations

a. Budget & Finance – Mayor Rodenroth/Councilman Brown

Councilman Brown said that they will need to schedule a meeting with staff.

b. Growth Management – Councilman Hart

No business.

c. Keystone Heights Airport Authority – Airport Manager / Mr. Coon

The lighting project for the runway is finished.

Military operations will be done this week during the day and night you may hear C130s. Burned grass at the airport.

Councilman Brown asked if they had gone to Tallahassee, and if they had heard anything regarding the work of the two turn lanes on 100. Mr. Coon said they did speak with Rep. Brandon and Payne about it.

d. Planning & Zoning – City Manager

Meeting, February 12, 2024

e. Heritage Commission – Deidre Murphy / Kerry Collins

They called earlier – no reports.

5. Council Comments

Councilman Hart acknowledged a candidate that was in the audience who is approved by the county for the council seat.

Vice Mayor Thompson asked about who the council should go to for questions, what is the chain of command to follow.

Attorney Komando said if there is an issue with notice, agendas, minutes, records code enforcement, planning and zoning go to the City Clerk. Go to the City Manager with questions regarding growth management, budget finance, airport, etc. Non-discretionary items contact city clerk.

Councilman Brown said his very good friends almost lost their son this past week, he is now doing better, and its due to all the prayers that were said for him.

Mayor Rodenroth attended Clay Day in Tallahassee. She spoke with Sheriff Cook who is helping with some of the data regarding vandalism in the area. Mayor Rodenroth will get a rundown of what the cost has been for the vandalism at the park. She will work on this at the workshop and share it with the community. She went to the Garden Club and presented them with a proclamation, 4-H kids planted a maple tree.

Mayor Rodenroth also participated in the Clay County tourism video. Attended the Sheriffs County meeting.

She would like to have the community be patient with the council, there is a lot of things going on and changes.

6. City Manager – Charlie Van Zant

Discussed a live ballot or a mail in ballot for the upcoming election, April 9, 2024. Motion by councilman Hart would prefer to do the election by mail in ballot versus an in-person election and that to be at the City Manager's discretion. Seconded by Vice-Mayor Thompson Vote: 4:0

The City Manager said he would contact the Supervisor of Elections and discuss this with him.

The City Manager asked that the meetings be published in the first week of the month. Therefore, items need to be submitted by the council before that. If there are changes to the agenda it can be amended prior.

Mayor Rodenroth wanted to remind everyone of the Workshop, February 28, 2024, 8:00am to noon.

7. City Attorney Report – Richard Komando

Welcome the new manager, Charlie Van Zant.

Meeting Adjourned