

**MINUTES**  
**KEYSTONE HEIGHTS CITY COUNCIL WORKSHOP**  
**555 S. Lawrence Blvd., Keystone Heights, Florida**  
**Wednesday, April 10, 2024 10 am – 12 pm**

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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.

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**"Please turn off cell phones"**

**Invocation:** Beau Wright

**Pledge:** City Manager – Charlie Van Zant

**Call to Order:** 10:01 AM by Mayor Rodenroth

**Roll Call:**

Present: Mayor Nina Rodenroth, Vice Mayor Christine Thompson, Councilman Elston Kussler,  
Councilman Lewandowski

City Manager Charlie Van Zant, City Clerk Stephanie Silva

Not Present: Councilman Tony Brown

**Topics of Discussion:**

1. [Strategic Plan Orientation Session](#) – Dr. Joe Saviak

Dr. Joe Saviak presented the Strategic Plan Orientation Session presentation to Council.

Vice Chair Thompson spoke about the Clay County Fair and the improvements that have been made with travel and parking. She stated they learned from past experiences and have expedited the process with additional resources such as volunteers. The Clay County Fair was ran like a well-oiled machine, it was very impressive.

Councilman Lewandowski addressed Mr. Saviak and thanked him for his presentation. He also welcomed Diane Andrews – Bradford County District 5, Ryan Knight – Planning and Zoning, Bob Milner – Vice Chair of North Florida Economic Development Partnership, Dr. Tom James – University of Oklahoma, Vivian James – President of Save Our Lakes Organization and Scott Slater – Member of Save Our Lakes Organization and thanked them for attending.

Bob Milner spoke about the Clay County Fair and stated that there are roughly 2,000 volunteers to make this event possible. These volunteers are not paid but are compensated in other ways such as: water, food, ticket to the fair and they are on four hour work rotations so no volunteers are overworked. These volunteers are greatly appreciated.

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Mayor Rodenroth spoke about her experience at the Clay County Fair and also stated there was a positive and very noticeable difference from last year. Mayor Rodenroth also discussed the Parks Plan that was presented to Council in January of 2024. She spoke about how this plan would connect twenty-two acres of parks and how a strategic plan to break this large project down into smaller sections.

**15 MINUTE RECESS**

Mayor Rodenroth called for a recess beginning at 11:29 AM.

Mayor Rodenroth reconvened the meeting at 12:04 PM.

Councilman Lewandowski presented a slide show demonstrating Strategic Planning.

City Council spoke about additional workshops being needed to work on the strategic plan for the City.

Manager Van Zant spoke about the playground equipment donated to the City from Grove Park Elementary School in Orange Park, Florida.

John Zeiser spoke about needing a framework for Planning and Zoning and stated that the City also needs a framework to present to citizens. He stated he would like to see the splash park located behind City Hall and gave some examples as to how this could be accomplished.

Mayor Rodenroth addressed Mr. Zeiser and stated she would like for him to be on a committee for the parks plan and further added that it is important to hear what citizens' want and needs.

Councilman Lewandowski stated that he is in agreement with Mayor Rodenroth, that with two Councilmembers absent, it would be a disservice to try to discuss workshops and future dates for these workshops. He asked about the Budget and Finance Committee Meeting and stated that he did not see it advertised and stated June 19<sup>th</sup> is a Holiday and he would not recommend a meeting on this date. Councilman Lewandowski discussed partnering with Clay County to build a Government Complex that would include both the City and County Buildings.

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Manager Van Zant spoke to Council and requested they allow him to present them with different dates and times for a May workshop. When the date is agreed upon it will be listed on the next meeting agenda as “next workshop date” and Council can decide during that meeting as to what topic they would like to discuss during the workshop.

~~2. Workshop Dates~~

- ~~a. Review/Revise Dates~~
- ~~b. Review/Revise Topics~~

The meeting adjourned at 12:36 PM.

**Additional Documents:**

- 3. Strategic Plan Orientation Session
- 4. Strategic Plan Implementation
- 5. Dr. Joe Saviak Introduction
- 6. Example of an Action Plan for an Objective
- 7. Strategic Plan Progress Report Example
- 8. Action Plan