

City of Cedar Key
Commission Meeting Agenda
809 6th Street
June 18, 2024, 5:00 pm

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Cedar Key Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceeding, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodation to participate in the meeting should contact the City Clerk at (352) 543-5132 at least 48 hours in advance to request accommodation.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call:

Jolie Davis, Commissioner Seat 1	Nancy Sera, Commissioner Seat 2
Jim Wortham, Commissioner Seat 3	Jeff Webb, Commissioner Seat 4
Sue Colson, Commissioner Seat 5	
4. **ACTION ITEM:** Acceptance of the Meeting Agenda as presented
5. Public Comment
6. Important Dates:
 - **DATE CHANGED: July 2, 2024** – CHW Workshop – Old City Hall Evaluation report
7. Consent Agenda: N/A
8. Hearings:
9. Chamber of Commerce: None
10. Cedar Key Aquaculture Assoc.:
11. Nature Coast Biological Station/NCBS:
12. Cedar Key Non-Profit Organizations:
13. Cedar Key Water & Sewer District: See report
14. **Agenda Item:** Mr. Sean Campbell – Marina Kiosk Lease
15. Attorney Items:
16. Clerk's Office and Administration:
 - **ACTION ITEM:** Amendment to City's Comprehensive Plan – Land Development Code:
 - A. Taylor/Teetor: Change of land use classification from COUNTY URBAN LOW DENSITY RESIDENTIAL to CITY RESIDENTIAL



ORDINANCE NO. 555 (SECOND READING):

AN ORDINANCE OF THE CITY OF CEDAR KEY, FLORIDA, RELATING TO AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF CEDAR KEY COMPREHENSIVE PLAN, AS AMENDED, RELATING TO AN AMENDMENT OF 50 OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 24-01, BY THE PROPERTY OWNERS OF SAID ACREAGE, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM COUNTY URBAN LOW DENSITY RESIDENTIAL TO CITY RESIDENTIAL (MAXIMUM DENSITY 4.9 DWELLING UNITS PER ACRE) ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF CEDAR KEY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

- **ACTION ITEM: Resolution No. 556 (FIRST READING):**
AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF CEDAR KEY, FLORIDA; AMENDING CHAPTER FOUR, LAND DEVELOPMENT REGULATIONS RELATING TO RECREATIONAL VEHICLES; AMENDING CHAPTER FOUR, SECTION 6.08.02 TO AMEND PROVISIONS RELATING TO RECREATIONAL VEHICLES; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING CODE PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

17. Public Works:

18. Public Safety:

Fire Department -
Police Department –

19. Commissioners Concerns/Information:

- Commissioner Colson – Continue negotiations for the purchase of 3rd Str. lots

Meeting Adjourned _____PM



General Manager's Report 06.10.24

Consumer Confidence Report 2023 – This annual report is due to be mailed to each customer before July 1st. Our Lab, Aqua Pure is finalizing the numbers and creating the report in the meantime. Once I have the report ready, I will send you a copy for any questions or concerns, though I am not expecting any negative results.

Lift Station Project Update – We have a Pre-Construction Meeting scheduled for June 17th, 2024 at 1:00pm with Baskerville-Donovan and C&B Civil Construction. We have received a detailed Schedule of Values/Unit Pricing (for change orders) from C&B Civil Construction and a signed construction agreement. We will not execute the Construction Agreement until we review C&B's Performance Bond, Certificate of Insurance and a work schedule designed to not hinder traffic during holidays and festivals. The City of Cedar Key has issued a Right-of-Way Permit for the project. The contractor will have 235 days beginning June 17 for substantial completion and another 30 days for final completion for a total of 265 days. After review and approval, we will present the contract for Dr. Borelli's Signature.

Exterior Restoration – I spoke with Jorge Lezana of McClaren's Insurance Adjusters (representing Egis Insurance). Signal Restoration has lowered its bid from \$58,000.00 to \$43,000.00. Mr. Lezana believes an agreement will be reached this week.

CKWSD Disaster Recovery Progress Meeting with Dewberry – 06.12.24 10:30am

We will receive updates on:

Plans for lift station rehabs.

Status of BRIC grant/projects (mitigation funds)

Answers to questions for Local Match Waiver application.

Then discuss next steps:

Sign off on Damage Inventory

Review DDDs (Damage Description and Dimension information) for projects

Schedule meeting with new PDMG (Program Delivery Manager)

Technician Position Hire – Interviewed one candidate 06.10.24 and will interview 6 candidates 06.11.24. One candidate has WWTP Certification.

**City of Cedar Key
Commission Meeting
Agenda Item**

Submitted By: Sean Campbell, Owner – Campbell Charters, LLC.

Meeting Date: 6/25/24

Subject: Cedar Key Boat Ramp Lease Site

Discussion: It is my understanding that Robinson Seafood no longer wants to continue their lease site located on the east side of the Cedar Key Boat Ramp. I would like to assume this lease site and continue the same scope of work that Mr. Carl Robinson currently operates out of this location. I am a USCG licensed charter captain and possess liability insurance. This would be a base of operations for my fishing charter business and usable by other local fishing guides. I also am willing to increase my liability insurance coverage amount and place the lease site under this policy.

Currently the dock area that is leased by Robinson Seafood is unusable due to hurricane damage sustained this past fall. I am willing to rebuild to engineered specifications and can submit drawings and engineer stamped plans if and when they are needed.

I am aware of the city ordinance which bans discarding fish carcasses in and around the marina area. Signs will be placed displaying this ordinance and buckets will be kept to discard carcasses with after fish cleaning has taken place.

Fiscal Impact: No cost to the City. Fiscal return to the City by increasing tourism

Attachments: Drawings to be provided 6/14/24

Possible Commission Action: Lease approval

5/29/2024

To: City of Cedar Key, Board of Commissioners

From: Sean Campbell, Owner of Campbell Charters

RE: Cedar Key Marina Lease Site

It is my understanding that Robinson Seafood no longer wants to continue their lease site located on the east side of the Cedar Key Marina. I would like to assume this lease site and continue the same scope of work that Mr Carl Robinson currently operates out of this location. I am a USCG licensed charter captain and possess liability insurance. This would be a base of operations for my fishing charter business. I also am willing to increase my liability insurance coverage amount and place the lease site under this policy.

Currently the dock area that is leased by Robinson Seafood is unusable due to hurricane damage sustained this past fall. I am willing to rebuild to engineered specifications and can submit drawings and engineer stamped plans if and when they are needed.

I am aware of the city ordinance which bans discarding fish carcasses in and around the marina area. Signs will be placed displaying this ordinance and buckets will be kept to discard carcasses with after fish cleaning has taken place.

If any further information is needed please contact me at your convenience.

Very Respectfully

Sean Campbell

Campbell Charters

campbellchartersllc@gmail.com

352-278-8750

ORDINANCE NO. 555

AN ORDINANCE OF THE CITY OF CEDAR KEY, FLORIDA, RELATING TO AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF CEDAR KEY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF 50 OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 24-01, BY THE PROPERTY OWNERS OF SAID ACREAGE, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM COUNTY URBAN LOW DENSITY RESIDENTIAL TO CITY RESIDENTIAL (MAXIMUM DENSITY 4.9 DWELLING UNITS PER ACRE) ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF CEDAR KEY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Commission of the City of Cedar Key, Florida, hereinafter referred to as the City Commission, to prepare, adopt and implement a comprehensive plan;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, empowers and requires the City Commission to prepare, adopt and implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the City;

WHEREAS, the Local Planning Agency Board of the City of Cedar Key, Florida, hereinafter referred to as the Local Planning Agency Board, has been designated as the Local Planning Agency of the City of Cedar Key, Florida;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land Development Code, as amended, the Local Planning Agency Board, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Local Planning Agency Board, reviewed and considered all comments received during said public hearing concerning said application for an amendment, as described below, and recommended to the City Commission approval of said application for amendment, as described below;

WHEREAS, the City Commission held the required public hearing, with public notice having been provided, under the procedures established in Sections 163.3161 to 163.3248, Florida Statutes, as amended, on said application for amendment, as described below, and at said public hearing, the City Commission reviewed and considered all comments received during said public hearing, including the recommendation of the Local Planning Agency, concerning said application for an amendment, as described below;

WHEREAS, the City Commission has determined and found said application for an amendment, as described below, to be compatible with the Land Use Element objectives and policies, and those of other affected elements of the Comprehensive Plan; and

WHEREAS, the City Commission, has determined and found that approval of said application for amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF CEDAR KEY, FLORIDA, AS FOLLOWS:

Section 1. Pursuant to an application, CPA 24-01, by Clay Sweger, of EDA Consultants, Inc., as agent for William Clayton Taylor and Marguerite Pringle Teetor, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the future land use classification of certain lands, the land use classification is hereby changed from COUNTY URBAN LOW DENSITY RESIDENTIAL to CITY RESIDENTIAL (maximum density 4.9 dwelling units per acre) on property described, as follows:

A parcel of land in Section 31, Township 15 South, Range 13 East, Levy County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 31; thence South 00°00'00" East 2,248.62 feet; thence North 89°06'00" East 869.88 feet; thence South 48°16'00" West 431.90 feet; thence South 17°01'00" East 649.00 feet; thence North 72°59'00" East 155.77 feet to the Point of Beginning; thence continue North 72° 59'00" East 70.00 feet to the center of a cul-de-sac whose radius is 50.00 feet; thence South 09°51'09" East 50.00 feet to the South curve of said cul-de-sac; thence South 56°20'00" East 230.00 feet, more or less to the edge of the water of the Gulf of Mexico; thence South 05°19'22" West, along said edge of the water 192.17 feet; thence South 26°00'00" West, along said edge of the water 12.00 feet; thence North 51°15'00" West, along said edge of the water 73.38 feet; thence South 82°28'31" West 40.00 feet; thence North 14°12'43" West 420.57 feet to the Point of Beginning.

Containing 1.65 acres, more or less.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall be effective upon adoption.

The effective date of this plan amendment shall be thirty-one (31) days following the date of adoption of this plan amendment. However, if any affected person files a petition with the Florida Division of Administrative Hearings pursuant to Section 120.57, Florida Statutes, as amended, to request a hearing to challenge the compliance of this plan amendment with Sections 163.3161 through 163.3248, Florida Statutes, as amended, within thirty (30) days following the date of adoption of this plan amendment, this plan amendment shall not become effective until the FloridaCommerce or the Florida Administration Commission, respectively, issues a final order determining this plan amendment is in compliance. No development orders, development permits or land uses dependent on this plan amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued, this plan amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the FloridaCommerce, Division of Community Development, 107 East Madison Street, Caldwell Building, First Floor, Tallahassee, Florida 32399-4120.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on the 21st day of May 2024.

PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING with a quorum present and voting by the City Commission in regular session this 18th day of June 2024.

Attest:

CITY COMMISSION OF THE
CITY OF CEDAR KEY, FLORIDA

Jennifer Sylvester, Interim City Clerk

Sue Colson, Mayor

1
2
3 **ORDINANCE No. 556**

4 **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF**
5 **CEDAR KEY, FLORIDA; AMENDING CHAPTER FOUR, LAND**
6 **DEVELOPMENT REGULATIONS RELATING TO RECREATIONAL**
7 **VEHICLES; AMENDING CHAPTER FOUR, SECTION 6.08.02 TO**
8 **AMEND PROVISIONS RELATING TO RECREATIONAL VEHICLES;**
9 **PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF**
10 **CONFLICTING CODE PROVISIONS; PROVIDING FOR**
11 **SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

12 **WHEREAS**, the City of Cedar Key, Florida, (the “City”), is a Florida Municipality and,
13 pursuant to the home rule provisions of the Florida Constitution, and the powers and restrictions
14 of Chapter 163, Fla. Stat., may regulate the use of land within the municipal boundaries of the
15 City; and

16
17 **WHEREAS**, the City Commission has determined that it should amend its recreational
18 vehicle regulations as contained in its Land Development Regulations, (“LDRs); and

19
20 **WHEREAS**, the Land Planning Agency of the City has reviewed the proposed
21 amendments for consistency with the City’s Comprehensive Plan, as set forth in Chapter 3, of the
22 Laws of Cedar Key, Florida, and has found the proposed amendments to be consistent therewith;

23
24 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE**
25 **CITY OF CEDAR KEY, FLORIDA, AS FOLLOWS:**

26
27 **SECTION 1.** Chapter Four, §6.08.02 of the City LDRs, as contained Chapter Four of
28 The Laws of Cedar Key, Florida, is hereby amended in its entirety, as follows:

29
30 **6.08.02. Recreational Vehicles (RVs) and RV Parks**

31 It is the intent of this section to regulate and provide standards for the location of recreational
32 vehicles and development of RV parks.

33
34 **A. Allowed Parking Locations and Uses.**

- 35 1. Parking of a recreational vehicle shall be allowed in an established RV Park.
36 2. Parking of a recreational vehicle shall be allowed on private property where a primary
37 residential structure is present, provided that occupancy of the recreational vehicle shall be
38 limited to no more than two weeks during any calendar year.
39 3. Parking of a recreational vehicle shall be allowed on private property where a primary
40 residential structure is present for storage purposes, however, while so parked, such recreational
41 vehicle shall not:
42 a. Be used for storage of goods, materials or equipment other than those items considered to be
43 part of the vehicle essential for its immediate use;
44 b. Discharge or discard any litter, effluent, sewage, or other matter into any public or private
45 property while parked as provided in this section;
46 c. Be connected to any utility, other than electricity for the purpose of air conditioning; or

47 d. Be occupied or used for living, sleeping or housekeeping purposes, or have a slide out
48 mechanism activated, (except as allowed under subsection A(2), above).
49 4. Parking of a recreational vehicle shall be allowed on public streets for no longer than eight (8)
50 hours in any twenty-four hour period, except for such longer time as may be authorized for
51 special events by action of the City Commission.

52
53 **B. Prohibited Parking Locations and Uses.** Except as provided under subsection A, above, any
54 other parking or use of a recreational vehicle is prohibited.

55
56 **C. Development of RV Parks.** Recreational Vehicle Parks shall comply with the provisions of
57 the City Floodplain Management Ordinance as set forth at §6.07.00, Chapter Four, of the Laws
58 of Cedar Key.

59
60 **SECTION 2.** It is the intention of the City Commission that the provisions of this
61 ordinance shall become and be made a part of the Laws of Cedar Key, Florida, and that the
62 Sections and Paragraphs of this Ordinance may be re-numbered or re-lettered in order to
63 accomplish such intention. The correction of typographical errors which do not affect the intent
64 of the ordinance may be authorized by the City Attorney or designee without public hearing by
65 filing a corrected or recodified copy of the same with the City Clerk.

66
67 **SECTION 3.** All ordinances, or parts of ordinances, in conflict herewith are to the extent
68 of such conflict hereby repealed.

69
70 **SECTION 4.** If any section, sentence, clause or phrase of this Ordinance is held to be
71 invalid or unconstitutional by any Court of competent jurisdiction, then said holding shall in no
72 way effect the validity of the remaining portions of this Ordinance.

73
74 **SECTION 5.** This Ordinance shall take effect immediately.

75
76 This ordinance passed on first reading on _____.

77
78 This ordinance passed on second reading on _____.

79
80 **ATTEST:** **CITY OF CEDAR KEY, FLORIDA,**

81
82
83 _____
84 **Jennifer Sylvester, City Clerk**

85
86 _____
87 **Sue Colson, Mayor**

88
89 **LEGAL REVIEW:**

90 _____
Norm D. Fugate, City Attorney