

City of Cedar Key
Commission Meeting Agenda
November 16, 2021, 6:00 pm
City Hall

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 accommodations to participate in the meeting should contact the City Clerk at (352) 543-5132 at least 48 hours in advance to request accommodations.

1. Call to Order
2. Roll Call
 - a. Heath Davis
 - b. Nancy Sera
 - c. Jim Wortham
 - d. Susan Rosenthal
 - e. Sue Colson
3. Pledge of Allegiance
4. COVID-19 Update
5. Public Comment/Speaker
 - Cedar Key Woman's Club
6. Agenda Item – Jennifer Sylvester/Sue Colson
 - CRS Update
7. Agenda Item – Florida's Nature Coast Conservancy
 - Cull Preserve Annexation request
8. Agenda Item – Jim Wortham
 - Levy County Proposed Redistricting Options
9. Agenda Item – Sue Colson
 - Summer Youth Program
 - Tree Budget & Arbor Day
10. Agenda Item – Attorney Fugate: Amend City Charter – Dates of Elections
Ordinance No. 545

AN ORDINANCE OF THE CITY OF CEDAR KEY, FLORIDA AMENDING THE CITY CHARTER TO CHANGE THE DATES OF CITY ELECTIONS AND TO CHANGE THE QUALIFICATIONS PERIOD FOR CANDIDATES; AMENDING SECTION 2.05.00(A) OF THE CITY CHARTER; AMENDING SECTIONS 1.00.01 AND 1.00.09, OF CHAPTER 2 OF THE LAWS OF CEDAR KEY; PROVIDING AN EFFECTIVE DATE



City of Cedar Key
Commission Meeting Agenda
November 16, 2021, 6:00 pm
City Hall

11. Agenda Item – Attorney Fugate: Annexation of Parcel #0043500000, Second Reading
Ordinance No. 546
AN ORDINANCE TO PROVIDE FOR THE ANNEXING OF CERTAIN PROPERTY INTO THE CITY OF CEDAR KEY; PROVIDING THE DESCRIPTION OF THE ANNEXED PROPERTY; PROVIDING THAT THE ANNEXED AREA BE SUBJECT TO ALL LAWS AND REGULATIONS AND ENTITLED TO ALL BENEFITS AND PRIVILEGES; PROVIDING AN EFFECTIVE DATE.
12. Approval of Minutes:
 - October 19, 2021
 - November 02. 2021
13. Commissioners Concerns/Information:
Administrative:
 -
Commissioners:
 -
14. Adjourn Commission Meeting





Speaker Registration Card

City of Cedar Key

NOTE: Once this Speakers Registration card is submitted to the City Clerk, it becomes part of public record.

MEETING DATE: 11/16/2021

Name: Cedar Key Woman's Club Rep.

Organization: Cedar Key Woman's Club

Address: CK

Phone: _____

Email: _____

Please fill out a separate card for each topic that you would like to speak in regards to.

Need to do a presentation to police
+ fire Department.

COMMENTS:

**CEDAR KEY CITY COMMISSION
AGENDA ITEM
November 16, 2021**

Submitted by: Jennifer Sylvester/Sue Colson

Meeting Date: November 16, 2021

Subject: CRS Update

Discussion:

- Some recent interest in the "FEMA Corner"
- Schedule tutorial session(s) for the public on how to use the FEMA and Suwannee River programs as it relates to their property(s)
- Install TV that would allow public interaction with the new Sea Level Rise planning tool

Attachments:

Possible Commission Action: None

CEDAR KEY CITY COMMISSION
AGENDA ITEM
November 16, 2021

Submitted by: Florida's Nature Coast Conservancy

Meeting Date: November 16, 2021

Subject: Annexation Request for Cull Preserve

Discussion: Review of annexation request

Attachments: Annexation request letter
Property location map

Possible Commission Action: Approval to proceed with request

CULL PRESERVE ANNEXATION

Mandy Offerle <offerle@floridasnaturecoastconservancy.org>

Wed 11/3/2021 5:21 PM

To: Heath Davis <hdavis@cedarkeyfl.us>; Sue Colson <scolson@cedarkeyfl.us>; Susan Rosenthal <srosenthal@cedarkeyfl.us>; Jim Wortham <jwortham@cedarkeyfl.us>; Nancy Sera <nsera@cedarkeyfl.us>; City Hall <cityhall@cedarkeyfl.us>

FLORIDA'S NATURE COAST CONSERVANCY

POST OFFICE BOX 401

CEDAR KEY, FLORIDA 32625

352-543-6170

offerle@floridasnaturecoastconservancy.org

or offerlem1@gmail.com

November 3, 2021

CITY OF CEDAR KEY COMMISSIONERS:

Heath Davis, Mayor, hdavis@cedarkeyfl.us

Sue Colson, Vice Mayor, scolson@cedarkeyfl.us

Susan Rosenthal, srosenthal@cedarkeyfl.us

Jim Wortham, jwortham@cedarkeyfl.us

Nancy Sera, nsera@cedarkeyfl.us

SUBJECT: CULL PRESERVE ANNEXATION INTO THE CITY

Dear Commissioners:

As a land trust, Florida's Nature Coast Conservancy's business is to own land in trust for preservation and conservation. The FNCC also encourages and assists local governments and other land trusts in the acquisition and preservation of environmentally endangered lands suitable for preservation or conservation. This is our mission.

A good part of the City of Cedar Key's purpose / mission is the safety and welfare of its residents. In keeping with this, the City of Cedar Key interacts with the Federal Emergency Management Agency with its Community Rating Service rankings and attempts to lessen flooding and decrease residents' flood insurance costs. Our purposes align.

Currently, FNCC-owned land accounts for a large part of the points earned by the City in its Community Rating Service Activity 420: Open Space Preservation.

These points account for 340 of 649 total overall points the City has earned. FNCC-owned properties make up 69.6 acres of the total acres in the flood plain (105.64). Since these 69.6 acres are also in their natural state, the City may well have earned extra point credits. Thus, FNCC land accounted for at least 70%, and likely closer to 80%, of the CRS credits from the Activity 420, more than half of the total initial points.

We wish to augment those points and further the City's FEMA / CRS efforts. We wish Cedar Key to be the greenest it can possibly be. We hope you wish the same, as well as bettering your CRS rating for all residents' benefit.

The Florida's Nature Coast Conservancy Board of Directors wishes to annex the Cull Preserve property into the City of Cedar Key. We believe such action is in the best interests of the residents of Cedar Key, the City itself, and well within our FNCC mission.

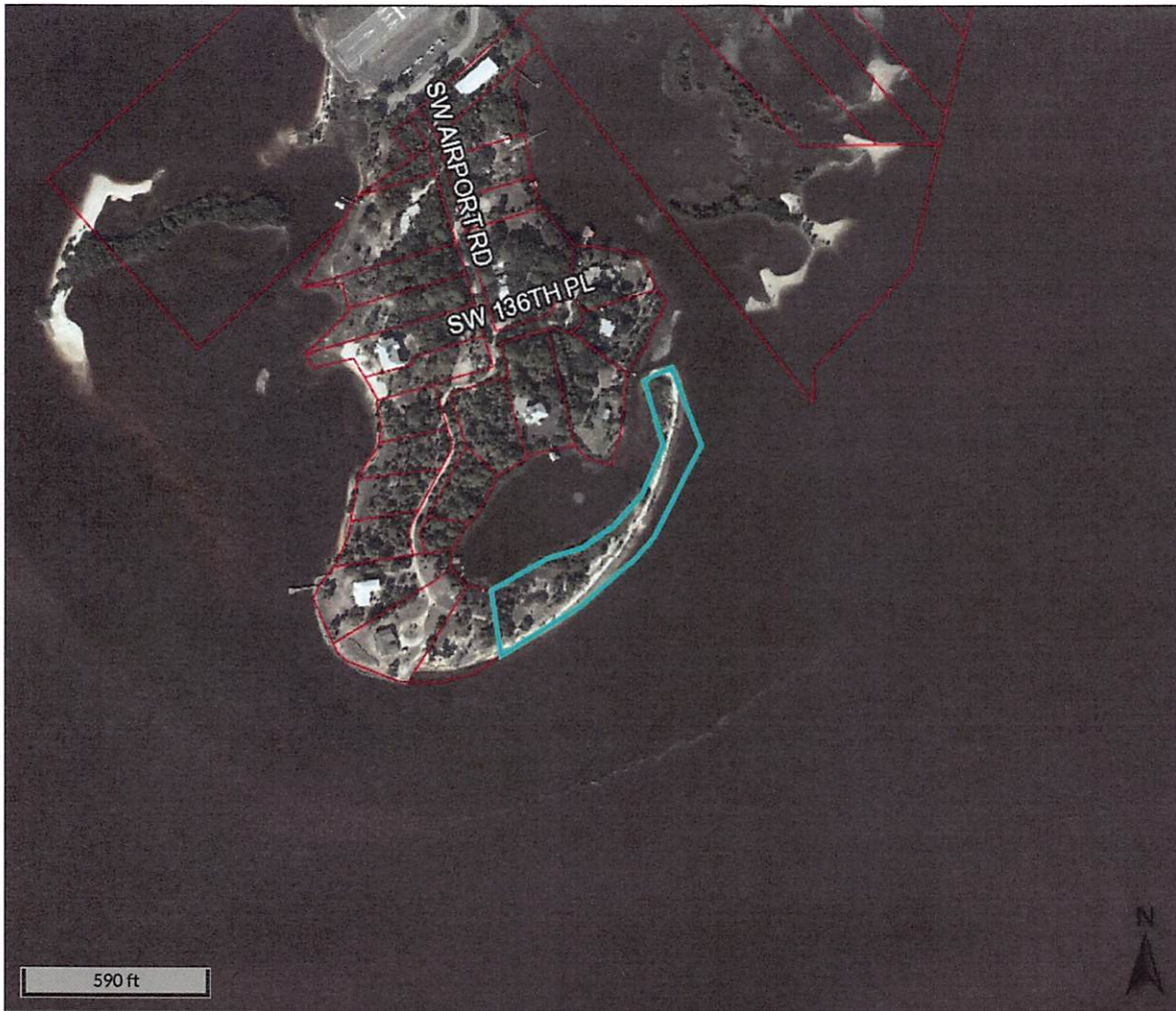
The Cull Preserve's specifics are noted on the attached Levy County Property Appraiser image.

Please, consider this annexation proposal and inform us of the next action. We look forward to a positive, cooperative relationship.

Thank you,

Florida's Nature Coast Conservancy Board of Directors
Mandy Offerle,
Florida's Nature Coast Conservancy Board Member / Treasurer

Cc: City Clerk: cityhall@cedarkeyfl.us



Overview



Legend

- Parcels
- Parcel Lines**
 - <all other values>
 - Construction
 - Easement
 - Lot
 - Miscellaneous
 - Parcel
 - Private Road
 - Road Right of Way
 - Subdivision
 - Water
- Roads**
- City Labels**

Parcel ID	0043700700	Physical	
Property	0000 - VAC LAND	Address	
Use		Mailing	FLORIDA'S NATURE COAST
Taxing	CEDAR KEY SPEC	Address	CONSERVANCY INC
District	W&S		PO BOX 401
Acres	2.68		CEDAR KEY FL 32625

Building Value	\$0	Last 2 Sales			
Extra Feature Value	\$0	Date	Price	Reason	Qual
Market Land Value	\$367,500	n/a	0	n/a	n/a
Ag Land Value	\$367,500				
Just Value	\$367,500				
Assessed Value	\$367,500				
Taxable Value	\$0				

Date created: 11/10/2021
 Last Data Uploaded: 11/9/2021 7:24:45 PM

Developed by  **Schneider**
 GEOSPATIAL



Summary

Parcel ID 0043700700
 Location Address
 Neighborhood PINEY POINT (2003.3)
 Legal Description* 31-15-13 TRACTS IN W1/2 OF SW1/4 OR BOOK 1342 PAGE 292
 *The legal description shown here may be condensed, a full legal description should be obtained from a recorded deed for legal purposes.
 Property Use Code VACANT (0000)
 Subdivision N/A
 Sec/Twp/Rng 31-15-13
 Tax District CEDAR KEY SPEC W&S (District CW)
 Millage Rate 16.9218
 Acreage 2.680
 Homestead N
 Ag Classification No

[View Map](#)

Owner

Owner Name [Florida's Nature Coast Conservancy Inc](#) 100%
 Mailing Address PO BOX 401
 CEDAR KEY, FL 32625

Valuation

	2021 Preliminary Value Summary
Building Value	\$0
Extra Features Value	\$0
Market Land Value	\$367,500
Ag Land Value	\$367,500
Just (Market) Value	\$367,500
Assessed Value	\$367,500
Exempt Value	\$367,500
Taxable Value	\$0
Cap Differential	\$0
Previous Year Value	\$367,500

Exemptions

Homestead	2nd Homestead	Widow/er	Disability	Seniors	Veterans	Other
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Land Line

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
0120	0	0	1	LT	\$367,500

Sales

		Instrument							
Sale Date	Sale Price	Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee	
12/19/2014	\$100.00	WD	1342	292	U	V	CULL GAY C	FLORIDA'S NATURE COAST CONSERVANCY INC	
10/17/2008	\$100.00	TR	1143	96	U	V	CULL ROBERT R -TR	CULL GAY C	
6/27/2007	\$100.00	WD	1084	602	U	V	CULL ROBERT R	CULL ROBERT R -TR	
6/3/1980	\$0.00	WD	159	227	Q	V	CULL ALICE J	CULL ROBERT R	

CEDAR KEY COMMISSION MEETING
AGENDA REQUEST FORM

- | | |
|--|--|
| <input type="checkbox"/> Public Hearing
<input checked="" type="checkbox"/> Discussion
<input type="checkbox"/> General Approval
<input type="checkbox"/> Other | <input type="checkbox"/> Resolution
<input type="checkbox"/> Bid/RFP Award
<input type="checkbox"/> Consent Agenda |
|--|--|

Subject: _____ Redistricting Feedback _____

Recommended Motion/Action __ Provide Consensus Opinion Selecting One or Two of the Proposed Redistricting Geographical Options to Feedback to Levy BOCC and School Dist

Approved by Mayor: _____
Date: _____

Originating Department Wortham Cost: \$0
Funding Source: \$0

Attachments: _____ Department Review: _____

Advertised: Date _____	<input type="checkbox"/> Everyone has been notified
Paper: _____	<input type="checkbox"/> Not applicable
<input type="checkbox"/> Not Required	

Summary Explanation/Background: Interactive Map of Geographical Options

<https://drmp.maps.arcgis.com/apps/webappviewer/index.html?id=2723876003ff41fe81e88d62c21fb353>

Resulting Commission Action:
☐ Approved ☐ Tabled ☐ Disapproved ☐ Recommendation Revised

Levy County Commission Redistricting Options Interactive Map

October 27, 2021 - December 31, 2021



An online application has been created for the general public to use to compare proposed options for new Levy County Commission districts.

<http://www.levyk12.org/2021/10/levy-county-commision-redistricting-o-map>

CEDAR KEY CITY COMMISSION
AGENDA ITEM
November 16, 2021

Submitted by: Sue Colson

Meeting Date: November 16, 2021

Subject: Summer Youth Program Report 2021 and Funding Sources

Discussion: Future Gala for 2022 (Feb. 19th, 2022)

Attachments: Summer Youth Report

Possible Commission Action: Proceed to secure Summer Youth Program funding from 2019/2020 Gala (\$13,131.00)

Summer Youth 2021

Actual Cost

Field Trips \$3,479.25

Food on trips \$2,276.11

Supplies and Snacks \$2,032.95

Shirts were \$1,000.00

Officer \$859.80

Bus driver \$545.00

Gas for bus est. \$500.00

Director \$6,754.50

Helpers \$3,300.00

Insurance \$290.00

Total \$21,037.61

Money Provided

Field Trips \$3,479.25 (Provided from Coalition)

Food on trips N/A

Supplies and snacks N/A

Shirts \$800.00 (provided by private donor)

Officer N/A

Bus Driver (Coalition paid directly)

Gas for bus (Coalition paid directly)

Director N/A

Helper N/A

Insurance \$290.00

Total spent after reimbursements \$1638.11 est.

Donations: Levy County Prevention Coalition \$5,000.00

Levy County Commissioners \$2,500.00

Private Donation \$800.00

100 kids signed up.

We had 8 middle and high school kids helping to get community service hours.

Partners this year were:

NCBS (Emily Colson)

Migrant Program (Lisa Custer)

Patti Jett (Art)

Tammy Boyle

Field Trips:

Corks & Colors, Flip Factory, Gatorland, Bowling, Newberry Archery and Waterslides.

CEDAR KEY CITY COMMISSION
AGENDA ITEM
November 16, 2021

Submitted by: Sue Colson

Meeting Date: November 16, 2021

Subject: Arbor Day 2022 Concept

Discussion:

- Plant 100 trees, given to residents to be planted the morning of Jan. 22, 2022 -- Cedars, Oaks, Crepe Myrtles – (3) gallon containers with instructions. Terra-Sorbs fertilizer & mulch.
- Trees will be purchased from Jim Fleming's nursery – trees have been propagated from existing Cedar Key trees.
- This year's event will be dedicated to Dr. Earl Starnes and Mr. Bill Delaino, for their years of environmental efforts in our city.

Attachments:

Proposed Tree budget for year 2021-2022

Tree permit fees – annual income

Possible Commission Action:

1. Approve event with funding from Heritage Tree budget *not to exceed \$1,200.00
2. Proceed to secure Heritage Tree funds in budget
3. Review & approve Heritage Tree funding budget for current budget year

POINTS OF DISCUSSION

ARBOR DAY – 2022

Dedicated to Earl Starnes & Bill Delaino
22 January 2022

Flyers

Notices to CK non-profit groups & businesses

Articles – CKN

100 trees – 50 oaks & 50 cedars

Free to CK residents

CKS to get 10 oaks trees for school site

FFA students to help with project

Residents to pre-register at City Welcome Center

Record name, tree type, location

One tree per resident

Residents may sign up for second tree if available

Trees will come with (kit) instructions, Terra-Sorbs fertilizer, and mulch

History of Heritage Tree program

Residents may take “tree” selfie and submit to CKN

Residents can dedicate their trees to individuals

Map to show locations of plantings

Volunteers needed

Sign-in sheets, tables, tents

Tom Deverin - available with information and tips

Garden Club

FFA group

PROPOSED TREE BUDGET FOR 2021-2022

NEW TREES: planting costs (up to \$3,000)		3,000	
Tree cost			
Fertilizer			
Labor			
EXISTING NEW TREES		200	
Fertilizer			
Labor			
HERITAGE TREES MAINTENANCE			
		4,000	
TOTAL		7,200	

YEAR	TOTAL YEARLY INCOME	BAY	PALM/CABB- AGE PALM	PINE	OAK	CEDAR	MULBERRY	CREPE MYRTLE	MISC.				
2016	\$ 4,487.00	28	19	16	12	2	1	4	5				
2017	\$ 15,311.00	16	31	131	15	5	1	0	10				
2018	\$ 3,773.00	6	18	25	11	2	0	0	0				
2019	\$ 7,172.00	0	22	64	4	4	0	0	1				
2020	\$ 8,187.00	4	13	36	14	4	1	1	3				
2021	\$ 7,256.00	0	9	9	14	1	0	0	5				
TOTAL	\$ 46,186.00	54	112	281	70	18	3	5	24	**As of 11/08/2021			
PLANTING 2021			1		26	20			1	**Prior to tree planting/CK Arbor Day			

ORDINANCE 545

AN ORDINANCE OF THE CITY OF CEDAR KEY, FLORIDA AMENDING THE CITY CHARTER TO CHANGE THE DATES OF CITY ELECTIONS AND TO CHANGE THE QUALIFICATIONS PERIOD FOR CANDIDATES; AMENDING SECTION 2.05.00(A) OF THE CITY CHARTER; AMENDING SECTIONS 1.00.01 AND 1.00.09, OF CHAPTER 2 OF THE LAWS OF CEDAR KEY; PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Cedar Key, Florida, (the "City"), is a municipality organized and existing under the laws of the State of Florida; and

WHEREAS, Section 166.031, Florida Statutes, provides for a methodology of Charter amendments, which normally require a referendum vote; and

WHEREAS, Section 166.021, Florida Statutes, provides that an amendment changing the election dates and changing terms of office necessitated by such change in election dates may be accomplished without a referendum vote of the electors of the City; and

WHEREAS, the present City Charter provides that the City's general election shall be held between the first Tuesday in May and the last Tuesday in June each year; and

WHEREAS, upon request of the Levy County Supervisor of Elections, the City Commission of the City desires to amend its Charter, pursuant to Section 100.3605, Florida Statutes, and it's ordinances to change the City election dates to the first Tuesday of April each year, and to change the qualification period for candidates;

NOW THEREFORE, be it ordained by the City Commission of the City of Cedar Key, Florida, as follows:

SECTION 1. The foregoing "Whereas" are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

SECTION 2. Amendment of City Charter, Sec. 2.05.00(A): Section 2.05.00(A), of the City Charter is hereby amended as follows, with deleted words being shown as ~~struck~~ and added words being shown as underlined:

34 2.05.00. ELECTIONS

35 A. General election. The city shall hold its general election each year as
36 established by ordinance from time to time; ~~provided, however, the general~~
37 ~~election each year shall not be prior to the first Tuesday in May and not later than~~
38 ~~the last Tuesday in June.~~ Both primary and run-off elections may be provided for
39 by ordinance.

40
41 **SECTION 3. Amendment of Laws of Cedar Key, Chapter 2, Sec. 1.00.01:** Chapter 2,
42 Section 1.00.01, of the Laws of Cedar Key is hereby amended as follows, with deleted words being
43 shown as ~~struck~~ and added words being shown as underlined:

44
45 1.00.01. Regular Election of City Commissioners

46
47 Regular elections shall be held on the first (1st) Tuesday ~~after the first (1st)~~
48 ~~Monday in May~~ of April of each year for the election of the City Commissioners
49 whose terms of office expire or to fill vacancies that may occur. In the event no
50 candidate receives a majority of the votes cast in a group or groups, a runoff
51 election shall be held on the third (3rd) Tuesday following between the two (2)
52 candidates in such group or groups receiving the highest number of votes cast.
53 The candidates in each group receiving the highest number of votes cast in such
54 runoff election shall be elected.
55

56 **SECTION 4. Amendment of Laws of Cedar Key, Chapter 2, Sec. 1.00.09:** Chapter 2,
57 Section 1.00.09, of the Laws of Cedar Key is hereby amended as follows, with deleted words being
58 shown as ~~struck~~ and added words being shown as underlined:

59
60 1.00.09. Qualification of Candidates for City Commission

61
62 Any person who is a resident of the City and is a qualified elector therein may
63 become a candidate for the office of City Commissioner of the City by:

64
65 A. Taking an oath before the Clerk of the Commission not sooner than the 71st
66 ~~fiftieth (50th)~~ day prior to the day of the election, but not later than noon of the
67 67th ~~forty-sixth (46th)~~ day prior to the day of the election, that he or she possesses
68 the qualifications to become a candidate for such office and designating the group
69 in which he or she will run;
70

71 B. Paying to the City Clerk the election assessment imposed by F.S. § 99.093(1),
72 or by qualifying for an exemption from such payment of assessment pursuant to
73 the provisions of F.S. § 99.093(2); and
74

75 C. Complying with the mandatory requirements established by Florida Law.
76

77 **SECTION 5. Effective Date:** This ordinance shall be effective for the City election
78 of 2022 and all years thereafter.

79 Approved at first reading on September 21, 2021.
80 Enacted by the Cedar Key Commission at the conclusion of a properly advertised public
81 hearing, this 16th day of November, 2021.

82
83 ATTEST:

CITY OF CEDAR KEY, FLORIDA, by:

84
85
86 _____
87 Heath Davis
88 MAYOR

88 APPROVED AS TO FORM AND
89 LEGALITY:

90
91 _____
92 Norm D. Fugate, City Attorney

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ORDINANCE NO. 546

**AN ORDINANCE TO PROVIDE FOR THE
ANNEXING OF CERTAIN PROPERTY INTO THE
CITY OF CEDAR KEY; PROVIDING THE
DESCRIPTION OF THE ANNEXED PROPERTY;
PROVIDING THAT THE ANNEXED AREA BE
SUBJECT TO ALL LAWS AND REGULATIONS AND
ENTITLED TO ALL BENEFITS AND PRIVILEGES;
PROVIDING AN EFFECTIVE DATE.**

13 **WHEREAS**, The City of Cedar Key, Florida, (the "City"), has received a Petition for
14 Voluntary Annexation from Terry Winebrenner and Brenda Winebrenner, (the "Owner"), in which
15 the Owner has requested and agreed to the voluntary annexation of certain real property which is
16 situated adjacent to the city limits of The City of Cedar Key; and

17 **WHEREAS**, a notice of annexation has been published for two consecutive weeks in a
18 local newspaper and has been delivered by certified mail to the Levy County Board of
19 Commissioners at least 10 days prior to the first publication of the notice of annexation; and

20 **WHEREAS**, the City Commission finds that all requirements as set forth in §171.044
21 relating to Voluntary Annexation have been met;

22
23 **NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE**
24 **CITY OF CEDAR KEY, FLORIDA**, as follows:

25 1. The following described real property is hereby annexed to and made a part of the
26 City of Cedar Key, Florida:

27 **Commence at the Northwest corner of Section 31, in Township 15 South,**
28 **Range 13 East and run thence South 64 degrees 52' East 2397 feet, run thence**
29 **South 41 degrees 44' East a distance of 100 feet, run thence South 48 degrees**
30 **16' West a distance of 570 feet to establish the point of beginning; from said**
31 **point of beginning run thence South 48 degrees 16' West a distance of 110 feet,**
32 **run thence South 41 degrees 44' East a distance of 300 feet, run thence North**
33 **48 degrees 16' East a distance of 110 feet, run thence North 41 degrees 44' West**
34 **a distance of 300 feet to the point of beginning; said tract of land lying in and**
35 **being a part of Section 31 in Township 15 South, Range 13 East.**

36
37 **AND**
38

39 A 110-foot-wide strip of submerged land in Section 31, Township 15 South,
40 Range 13 East, Levy County, Florida being all that part of the land described
41 in Official Records Book 241, page 266, public records of Levy County, Florida,
42 lying Southeasterly of and within a Southeasterly extension of the Northeasterly
43 and Southwesterly lines of the land described in Official Records Book 709,
44 page 435, public records of Levy County, Florida.

45
46 **Parcel 00435-000-00**

47
48 2. Upon this ordinance becoming effective, the area annexed shall be subject to all
49 laws, ordinances and regulations in force in the City. County future land use and county zoning
50 designations remain in full force and effect until the City adopts a comprehensive plan and land use
51 map amendment that includes the annexed area.

52 3. Except as required by law, no City services shall be provided to the annexed lands
53 until such time as determined appropriate by the City Commission. City services may be funded
54 from taxes and assessments as allowed by law.

55 4. This ordinance shall take effect on 16th day of November, 2021.

56 5. The City Clerk shall file copies of this ordinance with the clerk of the circuit
57 and the chief ^{court} administrative officer of Levy County, Florida and with the Department of State
58 within 7 days after its effective date

59
60 ATTEST:

CITY OF CEDAR KEY:

61
62
63 _____
64 Jennifer Sylvester

Heath M. Davis, Mayor

65
66
67 APPROVED AS TO FORM AND LEGALITY:

68
69
70 _____
71 Norm D. Fugate, City Attorney

City of Cedar Key
Commission Minutes
October 19, 2021
City Hall

Mayor Davis brought the Commission meeting to order at 6:00 pm

PRESENT: Mayor Heath Davis, Vice-Mayor Sue Colson, Commissioners Susan Rosenthal, and Nancy Sera. Commissioner Jim Wortham was not present but attended via telephone. Staff in attendance included: City Attorney Norm Fugate, Police Chief Virgil Sandlin, Fire Chief Robert Robinson, Telicia Winfield, and Building Clerk Jennifer Sylvester.

PUBLIC COMMENT

- JET SKIS

No comments provided

- CEDAR KEY PROJECT UPDATE

Local real estate agent and developer Caryn Stephenson provided an update on how the downtown project is progressing. Financing is expected to be closed by the end of this year and the architect and structural engineer have begun their work. Her plan is to present initial plans to the commission at its next meeting.

Covid Update: Commissioner Colson provided update on the Covid study provided in the meeting packet and asked that it be reviewed at the commission's leisure. No further discussion was had.

Appointment of the Historic Boards Seat 5: There were no new applications for Seat 5. Commissioner Rosenthal provided the motion to reappoint current seat holder, Venessa Edmunds. Commissioner Sera seconded. Motion passed 5-0.

SENIOR PARKING LOT REVITALIZATION: Vice Mayor Colson noted that this project has been presented to the school for further discussion and how to proceed.

ORDINANCE 546, First Reading:

AN ORDINANCE TO PROVIDE FOR THE ANNEXING OF CERTAIN PROPERTY INTO THE CITY OF CEDAR KEY; PROVIDING THE DESCRIPTION OF THE ANNEXED PROPERTY; PROVIDING THAT THE ANNEXED AREA BE SUBJECT TO ALL LAWS AND REGULATIONS AND ENTITLED TO ALL BENEFITS AND PRIVILEGES; PROVIDING AN EFFECTIVE DATE.

Ordinance 546 changes the current land use designation from County Residential to City Residential. Motion to approve Ordinance 546 provided by Commissioner Rosenthal. Vice Mayor Colson seconded. Motion approved 5-0.

MAYOR/COUNCIL COMMUNICATIONS

- **AUTHORIZED/ALTERNATE SIGNERS:** In lieu of the City Clerk's signature as required on certain documents, the commission assigned Commissioner Rosenthal and Commissioner Sera as authorized signers.

City of Cedar Key
Commission Minutes
October 19, 2021
City Hall

- **CITY CREDIT CARDS:** The following name changes to the city's Visa credit cards were reviewed with Commissioner Rosenthal providing the motion and Vice Mayor seconded. The motion was approved 5-0.
 1. Card currently issued to Neil Polimeni will be changed to Cody Wetherington
 2. Card currently issued to James Custer will be changed to James McCain
 3. Card currently issued to Crystal Sharp, City Clerk, will stay suspended until further notice.It was also agreed that moving forward the monthly credit card payments would be set up on auto pay through. Both the name changes and auto pay will be coordinated through Drummond Bank. Mayor Davis asked that city attorney, Norm Fugate assist in developing a credit/charge card policy.
- **NOVEMBER 2 AND DECEMBER 7 WORKSHOPS:** Mayor Davis announced two upcoming workshops to be held in November and December. On November 2, the workshop will focus on how to appropriate the Rescue Plan Act dollars from the federal government for COVID relief and the city's current parking issues. The December meeting will focus on the marina.
- **Coastal Clean Up:** Vice Mayor Colson shared information relating the amount of trash that was picked up during coastal clean-up.
- **City's Surplus:** Vice Mayor Colson would like a follow up as to the plan for the disposal of the old city vehicles currently being stored in the city's compound. Also, the city's current IT company has offered to dispose of the unused computers currently being stored at City Hall.
- Commissioner Rosenthal express her gratitude for all the hard work provided by the Public Works and Police Dept. during the 51st Seafood Festival. Vice Mayor Colson would like to publicly issue a thank you to all that helped make the festival a success. Cedar Key News offered to assist with this publication.
- Commissioner Wortham discussed Levy County's plan for redistricting and encouraged the other commissioners to review the plan and provide their input. This information will be provided to the county school board at their next meeting, currently scheduled for October 25, 2021, which will be held in Chiefland.

MEETING ADJOURNMENT

The meeting adjourned at 6:41 pm.

Mayor/Commissioner

Attest

Prepared by Jennifer Sylvester

City of Cedar Key
Commission Workshop Minutes
November 02, 2021
City Hall

Mayor Davis brought the Commission meeting to order at 6:00 pm

PRESENT: Mayor Heath Davis, Vice-Mayor Sue Colson, Commissioners Susan Rosenthal, Nancy Sera and Jim Wortham. Staff in attendance included: City Attorney Norm Fugate, Police Chief Virgil Sandlin, Fire Chief Robert Robinson, Telicia Winfield, and Building Clerk Jennifer Sylvester.

PUBLIC COMMENT

Covid Update: Mayor Davis announced that city staff continues to sanitize the meeting room on a regular basis and prior to meetings. Ultraviolet, virus-preventing, lights have also been installed in the buildings air conditioning system. Quotes to add same type of lights to other city owned buildings has been requested and will be reviewed upon receipt.

City Clerk Update: Mayor Davis reported that the HR committee has received several applications for the open City Clerk position, of which most did not warrant vetting. The committee will continue its broad advertising campaign and report to the commission.

Mayor Davis confirmed the next commission workshop will be held on December 07, 2021, at 5pm.

PARKING:

The goal of the workshop is to address the island's increased density and its associated increase in traffic. Police Chief Virgil Sandlin suggested two possible changes to the current parking layout:

- one side of the street parking on 4th Str. and
- paid parking along 1st Str. from A to B Streets and on Dock Street from the Big Deck to the Marina.

With the turning radius and clearance height of Cedar Key fire emergency vehicles, and the historic tree canopy throughout the city, it was suggested to have parking on one side of the street along 4th Str., staggering sides dependent on the tree canopy along the block.

Commissioner Jim Wortham noted that his concern was the misc. types of trailers parking along the streets. It was noted that the responsibility lies with the residents to park on their own property as opposed to the street.

Mayor Davis tasked Police Chief Sandlin, Fire Chief Robinson, and Public Works Supervisor McCain to return to the next meeting with a clear map of the area, painting / stenciling if necessary, and the costs associated to same. Their plan is to be presented at the December 7th meeting at 5pm.

City of Cedar Key
Commission Workshop Minutes
November 02, 2021
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COVID 19 RELIEF FUNDS:

The city has received the first draw from the relief funds. The commission agreed, at the directive of the city's attorney, to set up a separate bank account with Drummond Bank specific to the use of the funds. It was also confirmed that the current authorized signers for the city's general operating account, Heath Davis, Sue Colson, and Susan Rosenthal, would be the approved signers for this account.

Cedar Key Water and Sewer District General Manager Chad Wisdom requested \$85,000, one third of the total cost, to repair the district's wastewater treatment plant that has serious deterioration in the concrete walls.

The following items were noted by the commission as potential uses for the funds. Discussion will continue at the next scheduled workshop:

- compensation for city hall staff – considered "essential workers"
- hiring a community public health nurse who would be available for several years to care for cuts, broken bones, vaccine administration, health counseling, and more
- purchasing land off-island to place spoils from various city projects instead of paying transfer fees
- reimbursing those responsible for Cedar Key's wastewater testing protocol
- repaving of streets on the island's northwest corridor.
- building the shovel-ready project of public bathroom construction, a replica of the red-roofed bathroom now in the Marina, to be located at the foot of the bridge on D Street
- equipping all businesses with ultraviolet light filters that eliminate air-borne viruses.
- continuing the air purification system to all city facilities
- installing cameras at City Park to curb vandalism that has occurred since the advent of Covid
- furthering paid parking efforts in Cedar Key due to visitor increases.
- paying Zoom expenses
- paying for masks and signs required by Covid and the time necessary to produce them.
- regaining lost revenue from places such as the Community Center.

MEETING ADJOURNMENT

The meeting adjourned at 7:39 pm.

Mayor/Commissioner

Attest

Prepared by Jennifer Sylvester